

# City Council

## Special Meeting Agenda

**Tuesday, August 8, 2023**  
**Library Meeting Room**  
**951 Spruce Street**  
**6:00 PM**

*Members of the public are welcome to attend remotely; however, the in-person meeting may continue even if technology issues prevent remote participation.*

- You can call in to **+1 408 638 0968 or 833 548 0282 (Toll Free)**, Webinar ID **#876 9127 0986**.
- You can log in via your computer. Please visit the City's website here to link to the meeting: [www.louisvilleco.gov/council](http://www.louisvilleco.gov/council)

*The Council will accommodate public comments during the meeting. Anyone may also email comments to the Council prior to the meeting at [Council@LouisvilleCO.gov](mailto:Council@LouisvilleCO.gov).*

### **1. CALL TO ORDER**

### **2. 2024 CITY COUNCIL WORK PLAN**

### **3. 2024 BUDGET AND CAPITAL PROJECTS UPDATE**

### **4. ADJOURN**

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Persons planning to attend the meeting who need sign language interpretation, translation services, assisted listening systems, Braille, taped material, or special transportation, should contact the City Clerk's Office (303.335.4536 or 303.335.4574) or [ClerksOffice@LouisvilleCO.gov](mailto:ClerksOffice@LouisvilleCO.gov). A forty-eight-hour notice is requested.

Si requiere una copia en español de esta publicación o necesita un intérprete durante la reunión del Consejo, por favor llame a la Ciudad al 303.335.4536 o 303.335.4574 o email [ClerksOffice@LouisvilleCO.gov](mailto:ClerksOffice@LouisvilleCO.gov).

**SUBJECT: 2024 CITY COUNCIL WORK PLAN**

**DATE: AUGUST 8, 2023**

**PRESENTED BY: JEFF DURBIN, CITY MANAGER  
MEREDYTH MUTH, CITY CLERK**

**SUMMARY:**

The Council met on May 8 to discuss and create a list of items for consideration for the 2024 Work Plan. Those items have been compiled and added to the attached 2024 Work Plan Draft (August 2023 Draft) as place holders.

The draft 2024 list also includes the items from the 2023 Work Plan that are anticipated to rollover to 2024, items from staff that will require Council time in 2024 or are suggested for Council consideration, and those annual/ongoing items that Council must address.

The new items lack any detail and specifics. Council will need to determine which projects stay on the list and identify what specifically should be included in each project. Council will also need to prioritize the list. Once Council has done that staff can add in the anticipated time estimates and the timeline for 2024.

To help inform the discussion, the 2023 work plan is also attached with a progress update on each item.

As a reminder, the annual work plan reflects Council's priorities and includes only those items that require City Council involvement such as policy direction, guidance, or approval. The City Council work plan also helps staff prioritize internal work plans and schedule the work that is needed to bring to City Council for engagement.

Staff will bring back a final work plan with prioritization and details on timing for Council approval at a later date.

**FISCAL IMPACT:**

The City Council Work Plan outlines the issues and items Council plans to address throughout the next year and those may impact the budget.

**PROGRAM/SUB-PROGRAM IMPACT:**

One of the objectives of the Governance & Administration Sub-Program is providing governance based on a thorough understanding of the community's diverse interests executed through clear and effective policy direction. The annual City Council Work Plan helps set the agenda for Council policy direction and governance.

**SUBJECT: 2024 ANNUAL WORK PLAN**

**DATE: AUGUST 8, 2023**

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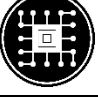

**RECOMMENDATION:**

1. Confirm Projects for 2024 Work Plan
2. Prioritize Projects on 2024 Work Plan
3. Memo from Sustainability Advisory Board

**ATTACHMENT(S):**

1. 2024 Draft Work Plan
2. 2023 Work Plan with Progress Report

**STRATEGIC PLAN IMPACT:**

<input checked="" type="checkbox"/>	 <b>Financial Stewardship &amp; Asset Management</b>	<input checked="" type="checkbox"/>	 <b>Reliable Core Services</b>
<input checked="" type="checkbox"/>	 <b>Vibrant Economic Climate</b>	<input checked="" type="checkbox"/>	 <b>Quality Programs &amp; Amenities</b>
<input checked="" type="checkbox"/>	 <b>Engaged Community</b>	<input checked="" type="checkbox"/>	 <b>Healthy Workforce</b>
<input checked="" type="checkbox"/>	 <b>Supportive Technology</b>	<input checked="" type="checkbox"/>	 <b>Collaborative Regional Partner</b>

## 2024 Louisville City Council Work Plan – August 2023 Draft

Number <sup>1</sup>	Program Area	Issue	Council Time Estimate (meetings/study sessions)	Estimated Timeline/ Quarter
<b>Proposed 2024 Items from City Council</b>				
	Community Design	Comprehensive Plan Update 10-Year Update: - Include completion of Market/Leakage Study	4-6 Council meetings	Q1-Q4
	Community Design	Land Use Code Revisions		
	Community Design	Affordable Housing <ul style="list-style-type: none"> <li>• Residential Rental Licenses</li> <li>• ADUs</li> <li>• Inclusionary Housing (affordable, senior, accessible)</li> </ul>		
	Administration & Support Services	Animal Regulations <ul style="list-style-type: none"> <li>• Repeal Breed Specific Ban (<i>will be complete October 2023</i>)</li> <li>• Rule Updates</li> <li>• Dog Parks</li> </ul>		
	Open Space, Administration & Support Services	Open Space Management <ul style="list-style-type: none"> <li>• Regenerative Agriculture</li> <li>• Maintenance, Restoration</li> <li>• Signage</li> <li>• Asset Management</li> </ul>		
	Community Development	Economic Vitality <ul style="list-style-type: none"> <li>• Economic Competitiveness &amp; Vitality Study/Plan</li> <li>• Economic Vitality Strategic Plan</li> <li>• Economic Development For Downtown</li> <li>• Economic Vitality</li> <li>• Economic Development for North McCaslin</li> <li>• Community Revitalization</li> <li>• McCaslin Rezone</li> <li>• Subsidize/Incentivize Small Retail</li> </ul>		

## 2024 Louisville City Council Work Plan – August 2023 Draft

Number <sup>1</sup>	Program Area	Issue	Council Time Estimate (meetings/study sessions)	Estimated Timeline/ Quarter
		<ul style="list-style-type: none"> <li>• Solid Cell Service</li> <li>• Internet Access</li> <li>• Downtown Overlay</li> </ul>		
	Parks & Recreation	Recreation Amenities <ul style="list-style-type: none"> <li>• Tennis/Pickleball Courts                             <ul style="list-style-type: none"> <li>○ Lights</li> <li>○ Scheduling</li> </ul> </li> <li>• Multiuse Fields</li> </ul>		
		Miscellaneous Items <ul style="list-style-type: none"> <li>• Redesign City Logo</li> <li>• Perpetual Landfill</li> <li>• Solar Farm in Louisville</li> <li>• Communications/Marketing Automation/Software</li> <li>• Strategic Plan</li> <li>• Sustainability Programs – rebates/grants for low/moderate income residents for building code compliance</li> <li>• Resiliency/Fire Hardening</li> <li>• IGAs with Superior</li> </ul>		
<b>2023 Items Likely to Roll Over to 2024</b>				
	Administration & Support Services, Public Works	City Climate Change/Greenhouse Gas Reduction Initiatives: Implementation of internal strategic decarbonization plan for City facilities and operations & community decarbonization plan,	4 Council meetings	Q1-Q4
	Community Design	Complete Affordable Housing Study and Strategic Plan, and consider desired strategies for implementation/adoption. In addition: - Approve inclusionary housing IGA for administration of program (prior to study completion)	4 - 6 Council meetings	Q1-Q4

## 2024 Louisville City Council Work Plan – August 2023 Draft

Number <sup>1</sup>	Program Area	Issue	Council Time Estimate (meetings/study sessions)	Estimated Timeline/ Quarter
		- Consider ADUs for Marshall Fire rebuilds (prior to study completion)		
	Administration & Support Services/Public Safety & Justice	Equity, Diversity, and Inclusion: - Continue implementation of Louisville EDI Task Force and Blueprint recommendations - Update City programs and services with equity approach (Library fines, etc.)		Q1 - Q4
	Utilities	Solid Waste/Trash Contract Renewal: - Current contract expires in 2024 - Customer survey review - RFP review/refinement/issuance and contract award	3 Council meetings	Q1-Q4
	Transportation / Community Design/ Economic Prosperity	Transportation Master Plan & Implementation: - Future 42 plan next steps - Determine interest in partnership with LRC for construction of underpasses in the URA (Main St/SBR, SH 42/South, SH42/SBR) <sup>2</sup>	2 – 3 Council meetings	Q1 – Q4
	Community Design	Completion of Old Town Overlay update	2 Council meetings	Q1
	Administration & Support Services	Campaign Finance Rules and Limits	2 – 3 Council meetings	Q2
	Community Design	Update Development Impact Fees: Conduct 5-year update to fees, required by ordinance (Requires budget adjustment)	1-2 Council meeting	Q1 – Q3
	Transportation	NW Rail Station Planning - review of station concept in Louisville	1 Council meeting	Q1 - Q2

## 2024 Louisville City Council Work Plan – August 2023 Draft

Number <sup>1</sup>	Program Area	Issue	Council Time Estimate (meetings/study sessions)	Estimated Timeline/ Quarter
<b>2024 Items from Staff</b>				
	Administration & Support Services	Comcast Franchise Renewal	2-3 Council Meetings	
	Administration & Support Services	Citizen Survey (every four years)	2-3 Council Meetings	Q1-Q2
	Administration & Support Services	Climate Action Tax – consideration of ballot measure to establish funding source for municipal and community sustainability efforts.	3 Council meetings	Q1-Q2
	Administration & Support Services	Strategic Plan Update – update City Strategic Plan that was updated in 2018 and develop new priority initiatives for 2025/2026.	2 Council meetings	Q2
	Parks, Recreation, & Open Space	PROS Master Plan		
	Parks, Recreation, & Open Space	Coal Creek Golf Course Clubhouse Redesign		
	Public Works	Downtown Streetscape Improvements		

## 2024 Louisville City Council Work Plan – August 2023 Draft

Number <sup>1</sup>	Program Area	Issue	Council Time Estimate (meetings/study sessions)	Estimated Timeline/ Quarter
<b>Annual/Ongoing Items</b>				
	Administration & Support Services	2025-2026 Budget Updates/Adoption - Marshall Fire Budget/Financial Impacts	4-6 Council meetings	Q1 – Q4
	Utilities	Water, Sewer and Storm Rates: annual update of utility rates	1 Council Meeting	Q1 - Q2
	Administration & Support Services	Council Salary Survey: review results of annual City Council salary survey (if changes are needed)	1 Council meeting or memo	Q3
	Administration & Support Services	Airport Impact Mitigation Efforts: Participate in Rocky Mountain Metropolitan Airport Community Noise Roundtable	Update memos	Q1 – Q4
	Administration & Support Services	Evaluation of all City Council Appointees: City Manager, City Attorney, Judge and Prosecuting Attorney	2 Council meetings/Exec Session	Q3 - Q4
	Administration & Support Services	Council Work Plan Preparation: draft annual Council Work Plan with prioritized items to be addressed in upcoming year	3 Council meetings	Q1 - Q4
	Administration & Support Services	Board & Commission Interviews/Appointments: conduct interviews for boards & commissions and determine appointments	3 Council meetings	Q4
	Administration & Support Services	Board & Commission Study Sessions	4-5 Study Sessions	Q1 - Q4



## 2024 Louisville City Council Work Plan – August 2023 Draft

Number <sup>1</sup>	Program Area	Issue	Council Time Estimate (meetings/study sessions)	Estimated Timeline/ Quarter
	Other	PUDs/Developments Projects Submitted during the Year: once applicant has satisfied all submittal requirements and proposal has been reviewed by the Planning Commission, staff will present to City Council for consideration	Varies	Varies
	Other	Regional Partnerships: continue to consider shared service and/or policy opportunities with neighboring municipalities, such as: <ul style="list-style-type: none"> <li>• Marshall Fire Recovery</li> <li>• Transportation, Northwest Rail</li> <li>• Minimum wage</li> <li>• Affordable housing</li> <li>• Residential/Commercial building code cohort</li> </ul>	Varies	Varies
	Other	Consent Items: staff processes small/non-controversial issues by adding to consent agenda for consideration. Council sometimes removes these items from consent agenda and discusses during regular meeting.	Varies	Varies
	Other	Municipal Code Updates: staff drafts and presents updates to Municipal Code as part of ongoing efficiency and operational improvement efforts	Varies	Varies
	Other	Unanticipated Issues: each year numerous issues arise that cannot be reasonably foreseen that require Council consideration	Varies	Varies

## 2023 Louisville City Council Work Plan

### Work Plan Progress as of August 1, 2023

Number <sup>1</sup>	Program Area	Issue	Council Time Estimate (meetings/study sessions)	Estimated Timeline/ Quarter	Status as of August 1, 2023
1	Administration & Support Services, Public Works	City Climate Change/Greenhouse Gas Reduction Initiatives: <ul style="list-style-type: none"> <li>- Complete and begin implementation of internal strategic decarbonization plan for City facilities and operations</li> <li>- Discuss Xcel community decarbonization plan and policy/program opportunities<sup>2</sup></li> </ul>	4 Council meetings	Q1-Q4	In progress – anticipated completion date of August for internal plan and late 2023 for community plan.
2	Community Design	Comprehensive Plan Update 10-Year Update: <ul style="list-style-type: none"> <li>- Include completion of Market/Leakage Study</li> </ul>	4-6 Council meetings	Q1-Q4	In progress, anticipated finish date of late 2024
3	Community Design	Complete Affordable Housing Study and Strategic Plan, and consider desired strategies for implementation/adoption. In addition: <ul style="list-style-type: none"> <li>- Approve inclusionary housing IGA for administration of program (prior to study completion)</li> <li>- Consider ADUs for Marshall Fire rebuilds (prior to study completion)</li> </ul>	4 - 6 Council meetings	Q1-Q4	In progress, anticipated finish by end of year
4	Community Design	Sketch-plan/Concept review process – Revise the planning process to allow for a preliminary review of project concepts. (Complete prior to comp plan process)	2-3 Council meetings	Q2 – Q3	In progress, anticipated finish date of October, 2023

<sup>1</sup> Color-coding=Green-Highest priority, Orange-Medium priority, Yellow-Lower priority (dark to light yellow reflects priority within), White-Recurring items. Numbering is for reference only.

<sup>2</sup> Item may require additional funding that is not currently budgeted.

## 2023 Louisville City Council Work Plan

Number <sup>1</sup>	Program Area	Issue	Council Time Estimate (meetings/study sessions)	Estimated Timeline/Quarter	Status as of August 1, 2023
5	Administration & Support Services/Public Safety & Justice	Equity, Diversity, and Inclusion: <ul style="list-style-type: none"> <li>- Continue implementation of Louisville EDI Task Force and Blueprint recommendations</li> <li>- Update City programs and services with equity approach (Library fines, etc.)</li> </ul>	2 Council meetings	Q2 - Q4	In progress – ongoing.
6	Administration & Support Services	2024 Budget Updates/Adoption <ul style="list-style-type: none"> <li>- Marshall Fire Budget/Financial Impacts</li> </ul>	2 – 3 Council meetings	Q1 – Q4	In Progress
7	Parks, Recreation & Open Space	Parks & Open Space Sales Tax: <ul style="list-style-type: none"> <li>- Sunsets at end of 2023, consideration to be renewed, revised, etc. through a ballot measure</li> <li>- Potential sub-committee to discuss/review options</li> </ul>	3 Council meetings	Q1-Q3	In progress
8	Community Design	Gas Station Moratorium - Consider any ordinance amendment regarding limitations on new gas stations	2 Council meetings	Q1 – Q2	Complete
9	Utilities	Solid Waste/Trash Contract Renewal: <ul style="list-style-type: none"> <li>- Current contract expires in 2024</li> <li>- Customer survey review</li> <li>- RFP review/refinement/issuance and contract award</li> </ul>	3 Council meetings	Q1-Q4	In progress; beginning work on RFP
10	Admin & Support Services	Review of Board and Commissions, appointment process, criteria, and restrictions including: <ul style="list-style-type: none"> <li>- Size of Boards/Commissions</li> <li>- Roles and Responsibilities</li> <li>- Term lengths</li> <li>- Term limits</li> <li>- Application form</li> <li>- Recruitment process</li> <li>- Onboarding process</li> </ul>	1 – 4 Council meetings	Q2 – Q3	In process, anticipated completion October

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## 2023 Louisville City Council Work Plan

Number <sup>1</sup>	Program Area	Issue	Council Time Estimate (meetings/study sessions)	Estimated Timeline/ Quarter	Status as of August 1, 2023
		<ul style="list-style-type: none"> <li>- Equity, Diversity and Inclusion</li> <li>- Opportunities to engage with Council</li> <li>- Remote/in person participation</li> </ul>			
11	Parks/Open Space and Trails	Parks/Streetscapes Maintenance Management Plan: <ul style="list-style-type: none"> <li>- Identify priority investments based on plan (including median renovations)</li> <li>- Address resource needs to implement plan</li> <li>- Create asset management plan<sup>2</sup></li> </ul>	2 Council meeting	Q1 – Q3	In progress
12	Open Space. Administration & Support Services, Public Safety	Community Resilience and Fire Mitigation Strategies on Public Land: <ul style="list-style-type: none"> <li>- Research/data from assessment</li> <li>- Proposed maintenance strategies<sup>2</sup></li> <li>- Community resilience and preparedness planning</li> </ul>	2 Council meetings	Q2 – Q3	In progress
13	Transportation / Community Design/ Economic Prosperity	Transportation Master Plan Implementation: <ul style="list-style-type: none"> <li>- Future 42 plan next steps</li> <li>- Determine interest in partnership with LRC for construction of underpasses in the URA (Main St/SBR, SH 42/South, SH42/SBR)<sup>2</sup></li> </ul>	2 – 3 Council meetings	Q1 – 4	In progress
14	Community Design	Completion of Old Town Overlay update	2 Council meetings	Q1	In progress, delayed due to staffing
15	Community Design	Residential Dark Sky Lighting - Add residential dark lighting standards to the zoning code (Pre-work completed in 2021)	2 Council meetings	Q1-Q2	In progress, anticipated finish date of Sept, 2023
16	Community Design, Economic	Prohibit the sale and use of gasoline powered landscape equipment	3 Council meetings	Q3 – Q4	On hold – tracking progress by

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## 2023 Louisville City Council Work Plan

Number <sup>1</sup>	Program Area	Issue	Council Time Estimate (meetings/study sessions)	Estimated Timeline/Quarter	Status as of August 1, 2023
	Vitality, Admin & Support Services				City of Boulder.
17	Community Design, Admin & Support Services	Comp Plan Municipal Futures – One day (or equivalent hours) City Council workshop to prepare for the Comp plan process, develop principles of the future vision of Louisville, and develop City Council skills at deliberating, negotiating and reaching positive consensus. This would occur prior to launching comprehensive plan. <sup>2</sup>	1 full day equivalent meeting	Q1 – Q2	Complete
18	Administration & Support Services	Consider Campaign Finance Rules and Limits	2 – 3 Council meetings	Q2 – Q3	Suggested for 2024
19	Community Design	Update Development Impact Fees: Conduct 5-year update to fees, required by ordinance (Requires budget adjustment)	1-2 Council meeting	Q1 – Q3	Will start later this year
20	Transportation	Paving/PCI update: - Including Marshall Fire damaged road improvements	1 Council meeting	Q1	Complete
21	Transportation	NW Rail Station Planning - review of station concept in Louisville	1 Council meeting	Q1 - Q2	In progress
22	Community Design, Admin & Support Services	Boulder County Super IGA update/renewal	2 Council meetings	Q2 – Q3	Will start later this year
23	Administration & Support Services	Review Council Rules of Procedure regarding Council Electronic/remote participation in meetings	2 Council meetings	Q1 – Q2	Complete
24	Utilities	Water, Sewer and Storm Rates: annual update of utility rates	1 Council Meeting	Q1 - Q2	Complete

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## 2023 Louisville City Council Work Plan

Number <sup>1</sup>	Program Area	Issue	Council Time Estimate (meetings/study sessions)	Estimated Timeline/ Quarter	Status as of August 1, 2023
25	Administration & Support Services	Council Salary Survey: review results of annual City Council salary survey (if changes are needed)	1 Council meeting	Q3	Complete
26	Administration & Support Services	Airport Impact Mitigation Efforts: Participate in Rocky Mountain Metropolitan Airport Community Noise Roundtable	Update memos	Q2 – Q4	In progress – ongoing.
27	Administration & Support Services	Evaluation of all City Council Appointees: City Manager, City Attorney, Judge and Prosecuting Attorney	2 Council meetings/Exec Session	Q3 - Q4	City Manager complete; others will start in August.
28	Administration & Support Services	Council Work Plan Preparation: draft annual Council Work Plan with prioritized items to be addressed in upcoming year	2 Council meetings	Q1 - Q4	In Progress
29	Administration & Support Services	Board & Commission Interviews/Appointments: conduct interviews for boards & commissions and determine appointments	3 Council meetings	Q4	December
30	Administration & Support Services	Board & Commission Updates: meetings with boards/commissions to provide updates to Council	Depends on Structure of Meetings	Q1 - Q4	In Progress
31	Other	PUDs/Developments Projects Submitted during the Year: once applicant has satisfied all submittal requirements and proposal has been reviewed by the Planning Commission, staff will present to City Council for consideration	Varies	Varies	

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## 2023 Louisville City Council Work Plan

Number <sup>1</sup>	Program Area	Issue	Council Time Estimate (meetings/study sessions)	Estimated Timeline/ Quarter	Status as of August 1, 2023
32	Other	Regional Partnerships: continue to consider shared service and/or policy opportunities with neighboring municipalities, such as: <ul style="list-style-type: none"> <li>• Marshall Fire Recovery</li> <li>• Transportation, Northwest Rail</li> <li>• Minimum wage</li> <li>• Affordable housing</li> <li>• Residential/Commercial building code cohort</li> </ul>	Varies	Varies	ongoing
33	Other	Consent Items: staff processes small/non-controversial issues by adding to consent agenda for consideration. Council sometimes removes these items from consent agenda and discusses during regular meeting.	Varies	Varies	
34	Other	Municipal Code Updates: staff drafts and presents updates to Municipal Code as part of ongoing efficiency and operational improvement efforts	Varies	Varies	
35	Other	Unanticipated Issues: each year numerous issues arise that cannot be reasonably foreseen that require Council consideration	Varies	Varies	

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<sup>2</sup> Item may require additional funding that is not currently budgeted.

## Memorandum

**To: Louisville City Council Members**  
**From: Louisville Sustainability Advisory Board**  
**Date: August 8, 2023**  
**Re: 2024 City Council Work Plan**

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Dear Louisville City Councilors,

The Louisville Sustainability Advisory Board understands that City Council will give consideration to its 2024 Work Plan on August 8. The Board wishes to take this occasion to recall and review the Board's recommendation for City Council's 2023 Work Plan: that the City phase out the sale and use of gasoline-powered landscaping equipment. For reference, the Board reproduces below its letter from late 2022. The Board was thrilled that City Council elected to consider such regulation as part of its 2023 Work Plan. While the Board acknowledges that City Council ranked this Work Plan item as a low priority, the Board still stands behind its recommendations and still hopes that City Council will take up this Work Plan item in 2023. If City Council cannot schedule time for this item in 2023, then the Board recommends including this item in City Council's 2024 Work Plan, preferably for consideration in the first quarter of next year.

The Board also wishes to provide a brief update on regional developments related to phasing out the sale and use of gasoline-powered landscaping equipment.

First, this year the Regional Air Quality Council continued its Mow Down Pollution program for replacement of residential gasoline-powered with electric-powered landscaping equipment. For the second consecutive year the Board helped to administer this program at the City's annual spring recycling event. The Board once again appreciates the additional funds that the City put towards this program.





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Second, this year the Regional Air Quality Council awarded grants to municipalities to pay for the replacement of gasoline-powered with electric-powered landscaping equipment. The City of Louisville applied for and received such a grant, which will provide funds for the replacement of the City’s hand-held landscaping equipment.

Third, this year Boulder County’s Partners for a Clean Environment (PACE) awarded grants to landscaping companies to replace commercial gasoline-powered with electric-powered landscaping equipment. This program easily exhausted all of its funds.

Fourth, this past spring the Boulder City Council considered possibilities for phasing out the sale and use of gasoline-powered landscaping equipment. Prior to Boulder City Council’s consideration, the City of Boulder hired the American Green Zone Alliance as a consultant. The Boulder City Council ultimately decided not to proceed with regulations this year.

Finally, this past month the Regional Air Quality Council made a new set of recommendations to the Air Quality Control Commission regarding the regulation of gasoline-powered landscaping equipment. In particular, the Regional Air Quality Council recommended the following regulations for the ozone nonattainment zone: prohibiting the sale of all smaller gasoline-powered landscaping equipment starting on 1 January 2025, prohibiting the summertime use of all smaller gasoline-powered landscaping equipment by institutions and public entities starting in 2025, and prohibiting the summertime use of all smaller gasoline-powered landscaping equipment by commercial outfits starting in 2026.

Thank you for considering our recommendations.

Sincerely,

The Louisville Sustainability Advisory Board

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**LSAB 2023 City Council Work Plan Memorandum for Reconsideration:**

The Louisville Sustainability Advisory Board advises City Council to add to its 2023 Work Plan the development and adoption of legislation that prohibits the sale and use of gasoline-powered landscaping equipment in the City of Louisville. After proposing, justifying, and situating such legislation, the Board explains the timeliness of this Work Plan addition.



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The Board advocates for the following course of action.

First, the Board recommends that City Council develop and adopt an ordinance prohibiting the sale of all gasoline-powered landscaping equipment within the City of Louisville starting on 1 January 2024 or sooner.

Second, the Board recommends that City Council develop and adopt an ordinance prohibiting the use of gasoline-powered leaf blowers—and, possibly, gasoline-powered trimmers—within the City of Louisville starting on 1 January 2024 or sooner.

Third, the Board recommends that City Council develop and adopt an ordinance that gradually prohibits the use of all other gasoline-powered landscaping equipment over the next few years, with smaller equipment having a shorter phase-out period and larger equipment having a longer phase-out period.

The Board recommends that the second and third ordinances apply to any and all uses of gasoline-powered landscaping equipment including private, commercial, and municipal uses.

The reasons for prohibiting the sale and use of gasoline-powered landscaping equipment are multiple, and many of these reasons align with the City’s sustainability commitments and goals enunciated in its adopted resolutions, Comprehensive Plan, and Sustainability Action Plan.

First, the elimination of gasoline-powered landscaping equipment would improve the City and region’s air quality. The Environmental Protection Agency classifies our region, Colorado’s Front Range from Castle Rock to Fort Collins, as a severe nonattainment zone for its ground-level ozone air pollution standards. Gasoline-powered landscaping equipment contributes significantly to ground-level ozone air pollution, approximately half as much as all cars and light-duty trucks. Ground-level ozone poses significant respiratory health risks, especially for children and the elderly. As part of its efforts, the Regional Air Quality Council, to which the City of Louisville contributes monetarily, has long run a gasoline-powered lawn mower trade-in program.

Second, the elimination of gasoline-powered landscaping equipment would reduce the City’s municipal and communal greenhouse gas emissions. Since gasoline-powered landscaping equipment is not subject to much in the way of efficiency and emissions standards, gasoline-powered landscaping equipment

produces significant amounts of greenhouse gas emissions. While the electricity needed to power electric landscaping equipment may still come from fossil fuel sources, this electricity is becoming cleaner with each passing day, and these fossil fuel sources of electricity are highly regulated. While the materials needed for the batteries in electric landscaping equipment may come from unsustainable mining, fossil fuel extraction presents similar environmental issues. The reduction in demand for gasoline and oil stemming from a prohibition on gasoline-powered landscaping equipment would at least partially offset these issues for electric landscaping equipment.

Third, the elimination of gasoline-powered landscaping equipment would reduce noise pollution in the City. Most gasoline-powered landscaping equipment, especially leaf blowers, produced a considerable amount of noise. Many—if not most—leaf blower bans are primarily motivated by the desire to eliminate this source of noise pollution. Electric landscaping equipment uniformly operates at lower noise levels.

Fourth, the elimination of gasoline-powered landscaping equipment would improve the working conditions for landscapers. Without proper ear protection, repeated exposure to the noise from gasoline-powered landscaping equipment results in hearing loss. Without proper masking, repeated exposure to the emissions from gasoline-powered landscaping equipment results in respiratory system damage. Electric landscaping equipment also requires less maintenance.

Electric landscaping equipment, either corded or battery-powered, has been available for many years and now performs comparably to—if not better than—gasoline-powered landscaping equipment. There now exist electric alternatives for nearly every piece of gasoline-powered landscaping equipment, even large commercial riding mowers. There are only two retailers selling landscaping equipment in Louisville, Home Depot and Ace Hardware. The Louisville Home Depot only stocks electric landscaping equipment; approximately half of the Louisville Ace Hardware's stock of landscaping equipment is electric.

The prohibition of gasoline-powered landscaping equipment has gained significant momentum in the past several years. By now, more than one hundred municipalities across the United States have prohibited the use of gasoline-powered leaf blowers. In Colorado, Aspen, Carbondale, and Westminster have enacted such bans; Aspen's ban dates back almost twenty years. Notably, Washington DC brought



COLORADO ▪ SINCE 1878

such a ban into force in 2022. The State of California has enacted legislation prohibiting the sale of all gasoline-powered landscaping equipment starting in 2024. This year several Colorado State legislators introduced legislation to restrict and eventually eliminate the sale of gasoline-powered landscaping equipment. Although this legislation was not adopted, these legislators plan to reintroduce their legislation next year. More locally, as part of its 2023 work plan, the Boulder City Council will consider legislation prohibiting the use of gasoline-powered leaf blowers and phasing out the use of other gasoline-powered landscaping equipment.

The Board advocates for including the development and adoption of legislation prohibiting the sale and use of gasoline-powered landscaping equipment in City Council’s 2023 work plan for the following reasons.

First, the Environmental Protection Agency recently downgraded our region’s nonattainment of its ground-level ozone air pollution standards from serious to severe. Evidently, efforts to improve our region’s air quality have proven inadequate, and more impactful actions are required. The prohibition of gasoline-powered landscaping equipment is one such action.

Second, the United Nation’s several reports on climate change from this year demonstrate the necessity of urgently reducing greenhouse gas emissions. The prohibition of gasoline-powered landscaping equipment is one action that City Council can readily take to significantly reduce greenhouse gas emissions within the City of Louisville.

Third, the complete prohibition of gasoline-powered landscaping equipment necessitates a phase-out period; to effect a complete prohibition as rapidly as possible, this phase-out period should begin as soon as possible.

Fourth, the Cities of Boulder and Louisville could align their efforts to phase out gasoline-powered landscaping equipment by simultaneously working on these efforts in 2023. Such coordination would hopefully spur neighboring municipalities to follow suit.

The Louisville Sustainability Advisory Board thanks you for considering our recommendation.

**SUBJECT: 2024 BUDGET AND CAPITAL PROJECTS UPDATE**

**DATE: AUGUST 8, 2023**

**PRESENTED BY: JEFF DURBIN, CITY MANAGER  
RYDER BAILEY, FINANCE DIRECTOR**






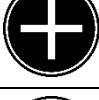


**SUMMARY:**

Staff would like input from Council on proposed changes to the 2024 Capital Improvements Plan (CIP). Updated CIP requests are included as attachment #1.

**ATTACHMENT(S):**

1. Newly submitted “off-cycle” CIP request forms
2. July 18 Budget Retreat Packet

**STRATEGIC PLAN IMPACT:**

<input checked="" type="checkbox"/>		<b>Financial Stewardship &amp; Asset Management</b>	<input checked="" type="checkbox"/>		<b>Reliable Core Services</b>
<input checked="" type="checkbox"/>		<b>Vibrant Economic Climate</b>	<input checked="" type="checkbox"/>		<b>Quality Programs &amp; Amenities</b>
<input checked="" type="checkbox"/>		<b>Engaged Community</b>	<input checked="" type="checkbox"/>		<b>Healthy Workforce</b>
<input checked="" type="checkbox"/>		<b>Supportive Technology</b>	<input checked="" type="checkbox"/>		<b>Collaborative Regional Partner</b>

**Capital Improvement Plan  
2024 CIP Request Tracking Sheet  
All Funds**

Request #	Department / Division	Fund	Division	Project	Project Description	2024 Request	2025 Request	2026 Request	2027 Request	2028 Request	Total	Department Head Requesting	Description	Justification
1	IT Capital	301	173	301173-650015	PC Replacement Plan	35,000	35,000	35,000	35,000	-	140,000	Paulina Bennett	COL has a computer replacement plan serving 275 computers. However, there are approximately 375 computers dispersed across the city. Out of these, around 100 computers are not yet incorporated into the existing replacement plan and many of these are over 10 years old. The objective of this project is to bolster the current computer replacement strategy, ensuring that all computers supported by the city IT department undergo proper replacement every 4 years. We have some computers that are over 10 years old	A strong computer replacement plan is an essential component of effective IT management, helping the City of Louisville stay secure, and efficient in the ever-evolving technology landscape. Replacing computers on a regular schedule ensures that we, as an organization maintain a secure computing environment with the latest security patches and software updates which improves our security posture.
2	Parks/Golf	520	537	520537-528250	Range Servant / Select PI hardware software	8,600	-	-	-	-	8,600	Adam Blackmore	Hardware and software upgrade due to out of date hardware and software	The current software and hardware are no longer supported by our vendor. Hardware replacement components are no longer produced. The software can interact with all the major POS systems. If we change POS providers the transition will be seamless.
3	Administration	301	120	301120-6XXXXX	Council Chambers Broadcast/AV Upgrade	175,000	-	-	-	-	175,000	Meredyth Muth	Upgrade/replacement of the broadcast and av system in Council Chambers.	Much of the equipment used to broadcast/stream meetings is coming to end of life. To continue to broadcast and stream City Council and Planning Commission meetings without interruptions in service the equipment should be replaced in 2024.
4	Parks/Golf	520	537	301537-640001	Used Golf Carryall and Range Picker	8,000	-	-	-	-	8,000	Adam Blackmore	Replacing 2010 gas golf carryall with newer used vehicle that can serve multiple functions	Replacing a 2010 gas carryall that was abandoned by Western Golf at the time of the flood. The unit has been slowly deteriorating and is at least 6 years past its useful life expectancy. The recent breakdown of our primary range picking unit identified a need for a backup. This unit would serve multiple functions: transporting water to the golf course coolers three times per day, transporting picked range balls 3 to 4 times per day, transporting trash from the golf course daily, serving as back up range picker
5	Administration	301	120	301120-6*****	Generators for Critical Facilities	4,900,556	-	-	-	-	4,900,556	Emily Hogan	The Recreation Center does not have a generator currently. The existing generator at the South Water Treatment Plant only runs on natural gas for limited time. The existing generator at the Police/Court Building can only run for a limited time and should be upgraded, as well.  Adding generators or replacing/upgrading existing generators at critical facilities will allow the City to maintain core services like water treatment/delivery, public safety operations and sheltering if faced with another disaster or emergency in the future. Additionally, installing battery backup will prevent any disruption to services while generators are conditioning during an incident. This solution will address problems across multiple sectors (community, economic, health and social, infrastructure and emergency management) to create maximum benefit.	The goals of the Administration & Support Services program includes ensuring a responsive, efficient and effective governance, administration and support by the City. The Facilities sub-program also identifies the objective of providing and managing facilities that maintain efficient and effective operations. Installing and upgrading generators at critical facilities is integral to maintaining core services and avoiding any disruption to water treatment/delivery, public safety, shelter, etc. in the event of a disaster or power outage.
6	Parks	301	511	301511-6*****	Irrigation Pump Replacement	30,000	30,000	30,000	-	-	90,000	Adam Blackmore	Parks has 5 irrigation pumps of various sizes and ages. Two that are aging and need work currently are Community Park and Sports Complex/ Miners. Replacing the pumps and shafts at these locations will provide efficient irrigation performance. Plan replacements 1 per year.	
7	Parks	301	511	301511-6*****	Park Sign Replacement	18,000	10,000	10,000	10,000	-	48,000	Adam Blackmore	Nearly all of the City's park entrance signs are in need of updating. Most of these signs are made of wood. Many have weathered in the elements and all are simplistic when compared to current park sign industry standards.  The Land Management Department proposes to initiate a program to adopted a new standard for park signs and begin the replacement of existing park signs using this standard.	
8	Parks	301	511	301511-630076	Parking Lot Improvements	250,000	-	-	-	-	250,000	Adam Blackmore	Community Park, Cottonwood Park, Coal Creek Golf Course & Louisville Rec. & Senior Center need parking lot improvements ranging from striping to full mill/overlay work. PROS would like to lead this project as a full-scope with a set budget line for all relevant locations.	
9	Parks	301	511	301511-6*****	Splash Pad Mainfold Replacement	6,000	-	-	-	-	6,000	Adam Blackmore	Replacement of Community Park Splash pad as the piping as aged out and repairs are increasing yearly for the feature.	
10	Parks	301	511	301511-6*****	Sports Field Lighting	250,000	-	-	-	-	250,000	Adam Blackmore	Replace Sports Complex Lighting with LED efficient lighting that supports the dark skies initiative and provide reduce electrical needs.	

**Capital Improvement Plan  
2024 CIP Request Tracking Sheet  
All Funds**

Request #	Department / Division	Fund	Division	Project	Project Description	2024 Request	2025 Request	2026 Request	2027 Request	2028 Request	Total	Department Head Requesting	Description	Justification
11	Parks	301	511	301511-6*****	Sports Field Resurfacing	-	75,000	75,000	75,000	-	225,000	Adam Blackmore	Contractor re-lazer grade/ level infields and add 2-3 "of new infield material. Balance 2 field per year as budget allows	
12	Parks	301	511	301511-630048	Surfacing Improvements	18,000	18,000	18,000	18,000	18,000	90,000	Adam Blackmore	This CIP request is to support safety surfacing replacements throughout parks. These areas include Playground, dog parks ( community), and crusher fine surfacing. Providing safe surfaces allows for all community members to enjoy.	
13	Parks	301	511	301511-6*****	Tennis Court Rebuild	255,000	250,000	-	-	-	505,000	Adam Blackmore	Remove and replace Centennial east courts (2) in 2024 including new fencing. Possible design assessment to install 2 additional courts to Westside. More discussion and planning needs to occur for Mission Green.	
14	Parks	301	511	301511-6*****	Tree Inventory Software	2,000	-	-	-	-	2,000	Adam Blackmore	Create an inventory of urban tree canopy with a tree assessment rating. The data would be used to create an Urban Forestry plan to better support the Forestry maintenance and operations program. Initial starting costs then yearly costs are the 3 year subscription ( cost \$9,000) and purchase of 2 tablets for staff. The software review and connection to current GIS mapping approved by Information Technology Department. This is the same software that the City of Boulder is currently using for the Urban Tree Management.	
15	Parks	301	314	301314-6*****	Ventrac Cab	9,637	-	-	-	-	9,637	Adam Blackmore	In 2022 we purchased a Ventrac with accessories for use during the summer and winter. With the snowblower attached it is necessary to have the unit with a cab so the operator does not get covered with snow and debris.	We purchased the Ventrac and snowblower attachment not sure how useful the snowblower would be for snow removal. It has turned out to operate better than expected and helped move large snow accumulations on sidewalks during significant snow events. Now we would like to put a cab on the Ventrac to protect the operator from snow and debris.
16	Library	301	551	301551-6*****	Library AV Replacement	60,000	-	-	-	-	60,000	Sharon Nemechek	The A/V system in the Library Meeting Room is very old and finally just stopped working as it should. While there is a workaround, it's not ideal and should be considered temporary. The entire system needs to be replaced.	This project will support the City's value of excellence and the Critical Success Factors of "Quality Programs and Amenities" and "Supportive Technology." One of the Library's strategic priorities is to "Create gathering opportunities for community members to interact, learn and share experiences with each other and with local business people, artists, entertainers, and educators." Functional and intuitive A/V is an important driver of this priority.
<b>Total</b>						<b>6,025,793</b>	<b>418,000</b>	<b>168,000</b>	<b>138,000</b>	<b>18,000</b>	<b>6,767,793</b>			

## Six-Year (2023-2028) Capital Improvement Plan Request Form for Capital Equipment or Capital Project

### Identification and Funding Source


Project Name: PC Replacement Plan Submitted By: Information Technology Version: \_\_\_\_\_

Program(s):	Sub-Program(s):	Funding Source(s):	Percent
<u>Administration &amp; Support Services</u>	<u>Information Technology</u>	<u>Capital Projects Fund</u>	<u>100%</u>
			<b>100%</b>

### Estimated Cash Flow Schedule

Equipment or Project Costs	Year 1 2023	Year 2 2024	Year 3 2025	Year 4 2026	Year 5 2027	Year 6 2028	Six-Year Total
Land Acquisition	-	-	-	-	-	-	-
Design & Engineering	-	-	-	-	-	-	-
Other Prof Services	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Other Equip/Project Costs	-	-	-	-	-	-	-
Capital Equipment Purch	-	35,000	35,000	35,000	35,000	-	140,000
Contingency	-	-	-	-	-	-	-
<b>Total Costs (Gross)</b>	-	<b>35,000</b>	<b>35,000</b>	<b>35,000</b>	<b>35,000</b>	-	<b>140,000</b>
Grants or Other Off-Setting Revenue	-	-	-	-	-	-	-
Impact to Annual Maint/Operating Costs	-	-	-	-	-	-	-

### Description and Justification

	<p style="text-align: center;"><b>Description &amp; Proposed Funding:</b></p> <p><b>Equipment/Project Description:</b> COL has a computer replacement plan serving 275 computers. However, there are approximately 375 computers dispersed across the city. Out of these, around 100 computers are not yet incorporated into the existing replacement plan and many of these are over 10 years old. The objective of this project is to bolster the current computer replacement strategy, ensuring that all computers supported by the city IT department undergo proper replacement every 4 years. We have some computers that are over 10 years old</p> <p><b>Project revenue or grants that will support the project and the impacts to the operating budget:</b> N/A</p> <p><b>Reference to Plan being implemented (i.e., Master Plan):</b> Critical Core IT Infrastructure</p>
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### Justification and Alignment with Program/Sub-Program Goals & Key Performance Indicators:

A strong computer replacement plan is an essential component of effective IT management, helping the City of Louisville stay secure, and efficient in the ever-evolving technology landscape. Replacing computers on a regular schedule ensures that we, as an organization maintain a secure computing environment with the latest security patches and software updates which improves our security posture.

Department Priority Ranking: \_\_\_\_\_

Request Number: (Finance Use) \_\_\_\_\_



## Six-Year (2023-2028) Capital Improvement Plan Request Form for Capital Equipment or Capital Project

### Identification and Funding Source

Project Name: <u>Range Servant / Select PI hardware software</u>		Submitted By: <u>Parks &amp; Recreation</u>		Version: <u>7/27/2023</u>
Program(s):	Sub-Program(s):	Funding Source(s):	Percent	
<u>Recreation</u>	<u>Golf Course</u>	<u>Golf Course Fund</u>	<u>100%</u>	
			<b>100%</b>	

### Estimated Cash Flow Schedule

Equipment or Project Costs	Year 1 2023	Year 2 2024	Year 3 2025	Year 4 2026	Year 5 2027	Year 6 2028	Six-Year Total
Land Acquisition	-	-	-	-	-	-	-
Design & Engineering	-	-	-	-	-	-	-
Other Prof Services	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Other Equip/Project Costs	-	-	-	-	-	-	-
Capital Equipment Purch	-	8,600	-	-	-	-	8,600
Contingency	-	-	-	-	-	-	-
<b>Total Costs (Gross)</b>	-	<b>8,600</b>	-	-	-	-	<b>8,600</b>
Grants or Other Off-Setting Revenue	-	-	-	-	-	-	-
Impact to Annual Maint/Operating Costs	-	-	-	-	-	-	-

### Description and Justification

<p>(Map or Photo)</p>	<b>Description &amp; Proposed Funding:</b>
	<b>Equipment/Project Description:</b> Hardware and software upgrade due to out of date hardware and software
	<b>Project revenue or grants that will support the project and the impacts to the operating budget:</b> Our driving range revenues average over \$ 150,000 per year
	<b>Reference to Plan being implemented (i.e., Master Plan):</b> Narrative ...

### Justification and Alignment with Program/Sub-Program Goals & Key Performance Indicators:

The current software and hardware are no longer supported by our vendor. Hardware replacement components are no longer produced. The software can interact with all the major POS systems. If we change POS providers the transition will be seamless.

Department Priority Ranking:

Request Number: (Finance Use)

# Six-Year (2023-2028) Capital Improvement Plan Request Form for Capital Equipment or Capital Project

## Identification and Funding Source

Project Name: Council Chambers Broadcast/AV Upgrade Submitted By: Administration Version: 7/11/2023

Program(s):	Sub-Program(s):	Funding Source(s):	Percent
<u>Administration &amp; Support Services</u>	<u>City Clerk &amp; Public Records</u>	<u>Capital Projects Fund</u>	<u>100%</u>
			<b>100%</b>

## Estimated Cash Flow Schedule

Equipment or Project Costs	Year 1 2023	Year 2 2024	Year 3 2025	Year 4 2026	Year 5 2027	Year 6 2028	Six-Year Total
Land Acquisition	-	-	-	-	-	-	-
Design & Engineering	-	-	-	-	-	-	-
Other Prof Services	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Other Equip/Project Costs	-	-	-	-	-	-	-
Capital Equipment Purch	-	175,000	-	-	-	-	175,000
Contingency	-	-	-	-	-	-	-
<b>Total Costs (Gross)</b>	-	175,000	-	-	-	-	175,000
Grants or Other Off-Setting Revenue	-	-	-	-	-	-	-
Impact to Annual Maint/Operating Costs	-	-	-	-	-	-	-

## Description and Justification



**Description & Proposed Funding:**

**Equipment/Project Description:**  
Upgrade/replacement of the broadcast and av system in Council Chambers.

**Project revenue or grants that will support the project and the impacts to the operating budget:**

**Reference to Plan being implemented (i.e., Master Plan):**  
Narrative ...

### Justification and Alignment with Program/Sub-Program Goals & Key Performance Indicators:

Much of the equipment used to broadcast/stream meetings is coming to end of life. To continue to broadcast and stream City Council and Planning Commission meetings without interruptions in service the equipment should be replaced in 2024.

Department Priority Ranking:

Request Number: (Finance Use)

## Six-Year (2023-2028) Capital Improvement Plan Request Form for Capital Equipment or Capital Project

### Identification and Funding Source

Project Name: USED Golf Car Carryall & Backup range picker Submitted By: Parks & Recreation Version: 7/27/2023

Program(s):	Sub-Program(s):	Funding Source(s):	Percent
<u>Recreation</u>	<u>Golf Course</u>	<u>Golf Course Fund</u>	<u>100%</u>
			<b>100%</b>

### Estimated Cash Flow Schedule

Equipment or Project Costs	Year 1 2023	Year 2 2024	Year 3 2025	Year 4 2026	Year 5 2027	Year 6 2028	Six-Year Total
Land Acquisition	-	-	-	-	-	-	-
Design & Engineering	-	-	-	-	-	-	-
Other Prof Services	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Other Equip/Project Costs	-	8,000	-	-	-	-	8,000
Capital Equipment Purch	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-
<b>Total Costs (Gross)</b>	-	<b>8,000</b>	-	-	-	-	<b>8,000</b>
Grants or Other Off-Setting Revenue	-	-	-	-	-	-	-
Impact to Annual Maint/Operating Costs	-	-	-	-	-	-	-

### Description and Justification

<p>(Map or Photo)</p>	<p style="text-align: center;"><b>Description &amp; Proposed Funding:</b></p> <p>Equipment/Project Description: Replacing 2010 gas golf carryall with newer used vehicle that can serve multiple functions</p> <hr/> <p>Project revenue or grants that will support the project and the impacts to the operating budget:</p>  <p>Reference to Plan being implemented (i.e., Master Plan): Narrative ...</p>
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### Justification and Alignment with Program/Sub-Program Goals & Key Performance Indicators:

Replacing a 2010 gas carryall that was abandoned by Western Golf at the time of the flood. The unit has been slowly deteriorating and is at least 6 years past its useful life expectancy. The recent breakdown of our primary range picking unit identified a need for a backup. This unit would serve multiple functions: transporting water to the golf course coolers three times per day, transporting picked range balls 3 to 4 times per day, transporting trash from the golf course daily, serving as back up range picker

Department Priority Ranking:

Request Number: (Finance Use)

## Six-Year (2023-2028) Capital Improvement Plan Request Form for Capital Equipment or Capital Project

### Identification and Funding Source

Project Name: <u>Generators for Critical Facilities</u>		Submitted By: <u>Administration</u>	Version: <u>7/12/2023</u>
Program(s): <u>Administration &amp; Support Services</u>	Sub-Program(s): <u>Facilities Maintenance</u>	Funding Source(s): <u>Capital Projects Fund</u>	Percent <u>100%</u>
			<b>100%</b>

### Estimated Cash Flow Schedule

Equipment or Project Costs	Year 1 2023	Year 2 2024	Year 3 2025	Year 4 2026	Year 5 2027	Year 6 2028	Six-Year Total
Land Acquisition	-	-	-	-	-	-	-
Design & Engineering	-	-	-	-	-	-	-
Other Prof Services	-	-	-	-	-	-	-
Construction	-	4,900,556	-	-	-	-	4,900,556
Other Equip/Project Costs	-	-	-	-	-	-	-
Capital Equipment Purch	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-
<b>Total Costs (Gross)</b>	-	4,900,556	-	-	-	-	4,900,556
Grants or Other Off-Setting Revenue	-	3,675,417	-	-	-	-	3,675,417
Impact to Annual Maint/Operating Costs	-	5,000	5,000	5,000	5,000	5,000	25,000

### Description and Justification



**Description & Proposed Funding:**

**Equipment/Project Description:**  
The Recreation Center does not have a generator currently. The existing generator at the South Water Treatment Plant only runs on natural gas for limited time. The existing generator at the Police/Court Building can only run for a limited time and should be upgraded, as well.

Adding generators or replacing/upgrading existing generators at critical facilities will allow the City to maintain core services like water treatment/delivery, public safety operations and sheltering if faced with another disaster or emergency in the future. Additionally, installing battery backup will prevent any disruption to services while generators are conditioning during an incident. This solution will address problems across multiple sectors (community, economic, health and social, infrastructure and emergency management) to create maximum benefit.

**Project revenue or grants that will support the project and the impacts to the operating budget:**  
The City has applied for funding through FEMA's Hazard Grant Mitigation Program, which will cover approx. 75% of the total project cost with the City covering the remaining 25%. A portion of the City's match may be covered through in-kind contributions and other disaster funding.

**Reference to Plan being implemented (i.e., Master Plan):**  
Boulder Hazard Mitigation Plan

### Justification and Alignment with Program/Sub-Program Goals & Key Performance Indicators:

The goals of the Administration & Support Services program includes ensuring a responsive, efficient and effective governance, administration and support by the City. The Facilities sub-program also identifies the objective of providing and managing facilities that maintain efficient and effective operations. Installing and upgrading generators at critical facilities is integral to maintaining core services and avoiding any disruption to water treatment/delivery, public safety, shelter, etc. in the event of a disaster or power outage.

Department Priority Ranking: **High**

Request Number: **(Finance Use)**

## Six-Year (2023-2028) Capital Improvement Plan Request Form for Capital Equipment or Capital Project

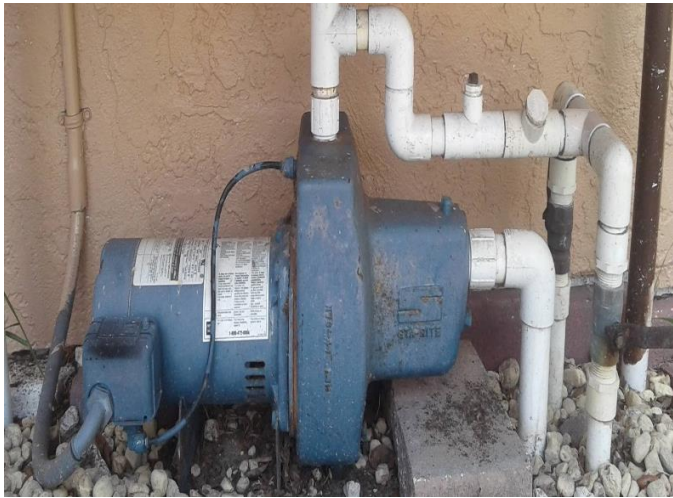
### Identification and Funding Source

Project Name: <u>Irrigation Pump Replacement</u>		Submitted By: <u>Parks &amp; Recreation</u>	Version: _____
Program(s): <u>Parks</u>	Sub-Program(s): <u>Parks</u>	Funding Source(s): <u>Capital Projects Fund</u>	Percent <u>100%</u>
			<b>100%</b>

### Estimated Cash Flow Schedule

Equipment or Project Costs	Year 1 2023	Year 2 2024	Year 3 2025	Year 4 2026	Year 5 2027	Year 6 2028	Six-Year Total
Land Acquisition	-	-	-	-	-	-	-
Design & Engineering	-	-	-	-	-	-	-
Other Prof Services	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Other Equip/Project Costs	-	-	-	-	-	-	-
Capital Equipment Purch	-	30,000	30,000	30,000	-	-	90,000
Contingency	-	-	-	-	-	-	-
<b>Total Costs (Gross)</b>	-	-	-	-	-	-	90,000
Grants or Other Off-Setting Revenue	-	-	-	-	-	-	-
Impact to Annual Maint/Operating Costs	-	-	-	-	-	-	-

### Description and Justification



#### Description & Proposed Funding:

##### Equipment/Project Description:

Parks has 5 irrigation pumps of various sizes and ages. Two that are aging and need work currently are Community Park and Sports Complex/Miners. Replacing the pumps and shafts at these locations will provide efficient irrigation performance .Plan replacements 1 per year.

##### Project revenue or grants that will support the project and the impacts to the operating budget:

No additional project revenue or grant opportunities to support. Project will reduce operational repairs.

##### Reference to Plan being implemented (i.e., Master Plan):

Narrative ...

#### Justification and Alignment with Program/Sub-Program Goals & Key Performance Indicators:

Department Priority Ranking: \_\_\_\_\_

Request Number: (Finance Use) \_\_\_\_\_

## Six-Year (2023-2028) Capital Improvement Plan Request Form for Capital Equipment or Capital Project

### Identification and Funding Source

Project Name: <u>Park Signage Replacement</u>		Submitted By: <u>Parks &amp; Recreation</u>	Version: _____
Program(s): <u>Parks</u>	Sub-Program(s): <u>Parks</u> <u>Streetscapes</u>	Funding Source(s): <u>Capital Projects Fund</u>	Percent <u>100%</u>
			<b>100%</b>

### Estimated Cash Flow Schedule

Equipment or Project Costs	Year 1 2023	Year 2 2024	Year 3 2025	Year 4 2026	Year 5 2027	Year 6 2028	Six-Year Total
Land Acquisition	-	-	-	-	-	-	-
Design & Engineering	-	8,000	-	-	-	-	8,000
Other Prof Services	-	-	-	-	-	-	-
Construction	-	10,000	10,000	10,000	10,000	-	40,000
Other Equip/Project Costs	-	-	-	-	-	-	-
Capital Equipment Purch	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-
<b>Total Costs (Gross)</b>	-	18,000	10,000	10,000	10,000	-	48,000
Grants or Other Off-Setting Revenue	-	-	-	-	-	-	-
Impact to Annual Maint/Operating Costs	-	-	-	-	-	-	-

### Description and Justification

	<p style="text-align: center;"><b>Description &amp; Proposed Funding:</b></p> <p><b>Equipment/Project Description:</b>                  Nearly all of the City's park entrance signs are in need of updating. Most of these signs are made of wood. Many have weathered in the elements and all are simplistic when compared to current park sign industry standards.</p> <p>The Land Management Department proposes to initiate a program to adopted a new standard for park signs and begin the replacement of existing park signs using this standard.</p> <p><b>Project revenue or grants that will support the project and the impacts to the operating budget:</b>                  No additional project revenue or grant opportunities to support. Project will reduce operational repairs.</p> <p><b>Reference to Plan being implemented (i.e., Master Plan):</b>                  Narrative ...</p>
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### Justification and Alignment with Program/Sub-Program Goals & Key Performance Indicators:

Department Priority Ranking: \_\_\_\_\_

Request Number: (Finance Use) \_\_\_\_\_

## Six-Year (2023-2028) Capital Improvement Plan Request Form for Capital Equipment or Capital Project

### Identification and Funding Source

Project Name: <u>Parking Lot improvements</u>		Submitted By: <u>Parks &amp; Recreation</u>	Version: _____
Program(s):	Sub-Program(s):	Funding Source(s):	Percent
<u>Parks</u>	<u>Maintenance &amp; Management</u>	<u>Capital Projects Fund</u>	<u>60%</u>
<u>Recreation</u>	<u>Recreation Center Management</u>	<u>Recreation Center Fund</u>	<u>20%</u>
<u>Recreation</u>	<u>Golf Course</u>	<u>Golf Course Fund</u>	<u>20%</u>
			<b>100%</b>

### Estimated Cash Flow Schedule

Equipment or Project Costs	Year 1 2023	Year 2 2024	Year 3 2025	Year 4 2026	Year 5 2027	Year 6 2028	Six-Year Total
Land Acquisition	-	-	-	-	-	-	-
Design & Engineering	-	-	-	-	-	-	-
Other Prof Services	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Other Equip/Project Costs	-	-	-	-	-	-	-
Capital Equipment Purch	-	250,000	-	-	-	-	250,000
Contingency	-	-	-	-	-	-	-
<b>Total Costs (Gross)</b>	-	-	-	-	-	-	250,000
Grants or Other Off-Setting Revenue	-	-	-	-	-	-	-
Impact to Annual Maint/Operating Costs	-	-	-	-	-	-	-

### Description and Justification

<p>(Map or Photo)</p>	<b>Description &amp; Proposed Funding:</b>
	<b>Equipment/Project Description:</b> Community Park, Cottonwood Park, Coal Creek Golf Course & Louisville Rec. & Senior Center need parking lot improvements ranging from striping to full mill/overlay work. PROS would like to lead this project as a full-scope with a set budget line for all relevant locations.
	<b>Project revenue or grants that will support the project and the impacts to the operating budget:</b> No additional project revenue or grant opportunities to support. Project will reduce operational repairs.
	<b>Reference to Plan being implemented (i.e., Master Plan):</b> Narrative ...

### Justification and Alignment with Program/Sub-Program Goals & Key Performance Indicators:

Department Priority Ranking: \_\_\_\_\_

Request Number: (Finance Use) \_\_\_\_\_



## Six-Year (2023-2028) Capital Improvement Plan Request Form for Capital Equipment or Capital Project

### Identification and Funding Source


Project Name: Spalsh Pad Manifold Replacement Submitted By: Parks & Recreation Version: \_\_\_\_\_

Program(s):	Sub-Program(s):	Funding Source(s):	Percent
<u>Parks</u>	<u>Parks</u>	<u>Capital Projects Fund</u>	<u>100%</u>
			<b>100%</b>

### Estimated Cash Flow Schedule

Equipment or Project Costs	Year 1 2023	Year 2 2024	Year 3 2025	Year 4 2026	Year 5 2027	Year 6 2028	Six-Year Total
Land Acquisition	-	-	-	-	-	-	-
Design & Engineering	-	-	-	-	-	-	-
Other Prof Services	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Other Equip/Project Costs	-	6,000	-	-	-	-	6,000
Capital Equipment Purch	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-
<b>Total Costs (Gross)</b>	-	-	-	-	-	-	6,000
Grants or Other Off-Setting Revenue	-	-	-	-	-	-	-
Impact to Annual Maint/Operating Costs	-	-	-	-	-	-	-

### Description and Justification

	<p style="text-align: center;"><b>Description &amp; Proposed Funding:</b></p> <p><b>Equipment/Project Description:</b> Reaplcement of Community Park Splsh pad as the piping as aged out and repairs are increasing yearly for the feature.</p> <p><b>Project revenue or grants that will support the project and the impacts to the operating budget:</b> No additional project revenue or grant opportunities to support. Project will reduce operational repairs.</p> <p><b>Reference to Plan being implemented (i.e., Master Plan):</b> Narrative ...</p>
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### Justification and Alignment with Program/Sub-Program Goals & Key Performance Indicators:

Department Priority Ranking: \_\_\_\_\_

Request Number: (Finance Use) \_\_\_\_\_

## Six-Year (2023-2028) Capital Improvement Plan Request Form for Capital Equipment or Capital Project

### Identification and Funding Source


Project Name: Sports Compelx Light Submitted By: Parks & Recreation Version: \_\_\_\_\_

Program(s):	Sub-Program(s):	Funding Source(s):	Percent
<u>Parks</u>	<u>Parks</u>	<u>Capital Projects Fund</u>	<u>100%</u>
	<u>Sustainability</u>		
			<b>100%</b>

### Estimated Cash Flow Schedule

Equipment or Project Costs	Year 1 2023	Year 2 2024	Year 3 2025	Year 4 2026	Year 5 2027	Year 6 2028	Six-Year Total
Land Acquisition	-	-	-	-	-	-	-
Design & Engineering	-	-	-	-	-	-	-
Other Prof Services	-	-	-	-	-	-	-
Construction	-	250,000	250,000	-	-	-	500,000
Other Equip/Project Costs	-	-	-	-	-	-	-
Capital Equipment Purch	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-
<b>Total Costs (Gross)</b>	-	-	-	-	-	-	500,000
Grants or Other Off-Setting Revenue	-	-	-	-	-	-	-
Impact to Annual Maint/Operating Costs	-	-	-	-	-	-	-

### Description and Justification

	<p style="text-align: center;"><b>Description &amp; Proposed Funding:</b></p> <p><b>Equipment/Project Description:</b> Replace Sports Complex Lighting with LED efficient lighting that supports the dark skies initiative and provide reduce electrical needs.</p> <p><b>Project revenue or grants that will support the project and the impacts to the operating budget:</b> Xcel and Musco lighting grats to offset project</p> <p><b>Reference to Plan being implemented (i.e., Master Plan):</b> Narrative ...</p>
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### Justification and Alignment with Program/Sub-Program Goals & Key Performance Indicators:

Department Priority Ranking: \_\_\_\_\_

Request Number: (Finance Use)

## Six-Year (2023-2028) Capital Improvement Plan Request Form for Capital Equipment or Capital Project

### Identification and Funding Source

Project Name: <u>Sports infield resurfacing</u>		Submitted By: <u>Parks &amp; Recreation</u>	Version: _____
Program(s): <u>Parks</u>	Sub-Program(s): <u>Parks</u>	Funding Source(s): <u>Capital Projects Fund</u>	Percent <u>100%</u>
			<b>100%</b>

### Estimated Cash Flow Schedule

Equipment or Project Costs	Year 1 2023	Year 2 2024	Year 3 2025	Year 4 2026	Year 5 2027	Year 6 2028	Six-Year Total
Land Acquisition	-	-	-	-	-	-	-
Design & Engineering	-	-	-	-	-	-	-
Other Prof Services	-	-	-	-	-	-	-
Construction	-	-	75,000	75,000	75,000	-	225,000
Other Equip/Project Costs	-	-	-	-	-	-	-
Capital Equipment Purch	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-
<b>Total Costs (Gross)</b>	-	-	-	-	-	-	225,000
Grants or Other Off-Setting Revenue	-	-	-	-	-	-	-
Impact to Annual Maint/Operating Costs	-	-	-	5,000	5,000	5,000	-

### Description and Justification



<b>Description &amp; Proposed Funding:</b>
<b>Equipment/Project Description:</b> Contractor re-lazer grade/ level infields and add 2-3 "of new infield material. Balance 2 field per year as budget allows
<b>Project revenue or grants that will support the project and the impacts to the operating budget:</b> No additional project revenue or grant opportunities to support. Project will reduce operational repairs.
<b>Reference to Plan being implemented (i.e., Master Plan):</b> Narrative ...

### Justification and Alignment with Program/Sub-Program Goals & Key Performance Indicators:

Department Priority Ranking: \_\_\_\_\_ Request Number: (Finance Use)

## Six-Year (2023-2028) Capital Improvement Plan Request Form for Capital Equipment or Capital Project



### Identification and Funding Source

Project Name: <u>Community Entry Landscape Improvements</u>		Submitted By: <u>Parks &amp; Recreation</u>	Version: _____
Program(s): <u>Transportation</u>	Sub-Program(s): <u>Streetscapes</u>	Funding Source(s): <u>Capital Projects Fund</u>	Percent <u>100%</u>
			<b>100%</b>

### Estimated Cash Flow Schedule

Equipment or Project Costs	Year 1 2023	Year 2 2024	Year 3 2025	Year 4 2026	Year 5 2027	Year 6 2028	Six-Year Total
Land Acquisition	-	-	-	-	-	-	-
Design & Engineering	-	-	-	-	-	-	-
Other Prof Services	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Other Equip/Project Costs	-	-	-	-	-	-	-
Capital Equipment Purch	-	18,000	18,000	18,000	18,000	18,000	90,000
Contingency	-	-	-	-	-	-	-
<b>Total Costs (Gross)</b>	-	18,000	18,000	18,000	18,000	18,000	90,000
Grants or Other Off-Setting Revenue	-	-	-	-	-	-	-
Impact to Annual Maint/Operating Costs	-	-	-	-	-	-	-

### Description and Justification

 	<p style="text-align: center;"><b>Description &amp; Proposed Funding:</b></p> <p><b>Equipment/Project Description:</b> This CIP request is to support safety surfacing replacements throughout parks. These areas include Playground, dog parks ( community), and crusher fine surfacing. Providing safe surfaces allows for all community members to enjoy.</p> <p><b>Project revenue or grants that will support the project and the impacts to the operating budget:</b> No project revenue or grants will support the project. Operating budget will need to increase.</p> <p><b>Reference to Plan being implemented (i.e., Master Plan):</b> Narrative ...</p>
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### Justification and Alignment with Program/Sub-Program Goals & Key Performance Indicators:

Department Priority Ranking: \_\_\_\_\_

Request Number: (Finance Use)

## Six-Year (2023-2028) Capital Improvement Plan Request Form for Capital Equipment or Capital Project

### Identification and Funding Source

Project Name: <u>Tennis Court Renovations- Centennial and Mision C</u>		Submitted By: <u>Parks &amp; Recreation</u>	Version: _____
Program(s):	Sub-Program(s):	Funding Source(s):	Percent
<u>Parks</u>	<u>Parks</u>	<u>Capital Projects Fund</u>	<u>100%</u>
	<u>Adult Activities</u>		
			<b>100%</b>

### Estimated Cash Flow Schedule

Equipment or Project Costs	Year 1 2023	Year 2 2024	Year 3 2025	Year 4 2026	Year 5 2027	Year 6 2028	Six-Year Total
Land Acquisition	-	-	-	-	-	-	-
Design & Engineering	-	20,000	-	-	-	-	20,000
Other Prof Services	-	235,000	250,000	-	-	-	485,000
Construction	-	-	-	-	-	-	-
Other Equip/Project Costs	-	-	-	-	-	-	-
Capital Equipment Purch	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-
<b>Total Costs (Gross)</b>	-	<b>255,000</b>	<b>250,000</b>	-	-	-	<b>505,000</b>
Grants or Other Off-Setting Revenue	-	-	-	-	-	-	-
Impact to Annual Maint/Operating Costs	-	-	-	5,000	5,000	-	10,000

### Description and Justification



<b>Description &amp; Proposed Funding:</b>
<p><b>Equipment/Project Description:</b></p> <p>. Remove and replace Centennial east courts (2) in 2024 including new fencing. Possible design assessment to install 2 additional courts to Westside. More discussion and planning needs to occur for Mission Green.</p>
<p><b>Project revenue or grants that will support the project and the impacts to the operating budget:</b></p> <p>No additional project revenue or grant opportunities to support. Project will reduce operational repairs.</p>
<p><b>Reference to Plan being implemented (i.e., Master Plan):</b></p> <p>Narrative ...</p>

### Justification and Alignment with Program/Sub-Program Goals & Key Performance Indicators:

Department Priority Ranking: \_\_\_\_\_

Request Number: (Finance Use)

## Six-Year (2023-2028) Capital Improvement Plan Request Form for Capital Equipment or Capital Project

### Identification and Funding Source

Project Name: <u>Ventrac Cab</u>		Submitted By: <u>Parks &amp; Recreation</u>	Version: <u>7.18.23</u>
Program(s): <u>Parks</u>	Sub-Program(s): <u>Snow &amp; Ice Removal</u>	Funding Source(s): <u>Capital Projects Fund</u>	Percent <u>100%</u>
			<b>100%</b>

### Estimated Cash Flow Schedule

Equipment or Project Costs	Year 1 2023	Year 2 2024	Year 3 2025	Year 4 2026	Year 5 2027	Year 6 2028	Six-Year Total
Land Acquisition	-	-	-	-	-	-	-
Design & Engineering	-	-	-	-	-	-	-
Other Prof Services	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Other Equip/Project Costs	-	-	-	-	-	-	-
Capital Equipment Purch	-	9,637	-	-	-	-	9,637
Contingency	-	-	-	-	-	-	-
<b>Total Costs (Gross)</b>	-	<b>9,637</b>	-	-	-	-	<b>9,637</b>
Grants or Other Off-Setting Revenue	-	-	-	-	-	-	-
Impact to Annual Maint/Operating Costs	-	-	-	-	-	-	-

### Description and Justification



**Description & Proposed Funding:**

**Equipment/Project Description:**  
In 2022 we purchased a Ventrac with accessories for use during the summer and winter. With the snowblower attached it is necessary to have the unit with a cab so the operator does not get covered with snow and debris.

**Project revenue or grants that will support the project and the impacts to the operating budget:**

**Reference to Plan being implemented (i.e., Master Plan):**  
Narrative ...

### Justification and Alignment with Program/Sub-Program Goals & Key Performance Indicators:

We purchased the Ventrac and snowblower attachment not sure how useful the snowblower would be for snow removal. It has turned out to operate better than expected and helped move large snow accumulations on sidewalks during significant snow events. Now we would like to put a cab on the Ventrac to protect the operator from snow and debris.

Department Priority Ranking: **High**

Request Number: **(Finance Use)**

## Six-Year (2023-2028) Capital Improvement Plan Request Form for Capital Equipment or Capital Project

### Identification and Funding Source

Project Name: Library Meeting Room A/V Replacement      Submitted By: Library & Museum      Version: \_\_\_\_\_

Program(s):	Sub-Program(s):	Funding Source(s):	Percent
<u>Cultural Services</u>	<u>Library Services</u>	<u>Capital Projects Fund</u>	<u>100%</u>
			<b>100%</b>

### Estimated Cash Flow Schedule

Equipment or Project Costs	Year 1 2023	Year 2 2024	Year 3 2025	Year 4 2026	Year 5 2027	Year 6 2028	Six-Year Total
Land Acquisition	-	-	-	-	-	-	-
Design & Engineering	-	-	-	-	-	-	-
Other Prof Services	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Other Equip/Project Costs	-	-	-	-	-	-	-
Capital Equipment Purch	-	60,000	-	-	-	-	60,000
Contingency	-	-	-	-	-	-	-
<b>Total Costs (Gross)</b>	-	60,000	-	-	-	-	60,000
Grants or Other Off-Setting Revenue	-	-	-	-	-	-	-
Impact to Annual Maint/Operating Costs	-	-	-	-	-	-	-

### Description and Justification

<p>(Map or Photo)</p>	<p style="text-align: center;"><b>Description &amp; Proposed Funding:</b></p> <p><b>Equipment/Project Description:</b> The A/V system in the Library Meeting Room is very old and finally just stopped working as it should. While there is a workaround, it's not ideal and should be considered temporary. The entire system needs to be replaced.</p> <p><b>Project revenue or grants that will support the project and the impacts to the operating budget:</b> Narrative ...</p> <p><b>Reference to Plan being implemented (i.e., Master Plan):</b> Narrative ...</p>
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### Justification and Alignment with Program/Sub-Program Goals & Key Performance Indicators:

This project will support the City's value of excellence and the Critical Success Factors of "Quality Programs and Amenities" and "Supportive Technology." One of the Library's strategic priorities is to "Create gathering opportunities for community members to interact, learn and share experiences with each other and with local business people, artists, entertainers, and educators." Functional and intuitive A/V is an important driver of this priority.

Department Priority Ranking: \_\_\_\_\_

Request Number: \_\_\_\_\_ (Finance Use)

# **City Council**

## **Agenda**

### **Special Meeting – Budget Retreat**

**Tuesday, July 18, 2023**  
**Library Meeting Room**  
**951 Spruce Street**  
**6:00 PM**

*Members of the public are welcome to attend and give comments remotely; however, the in-person meeting may continue even if technology issues prevent remote participation.*

- You may call in to **+1 408 638 0968 or 833 548 0282 (Toll Free)**, Webinar ID **#876 9127 0986**.
- You may log in via your computer. Please visit the City’s website here to link to the meeting: [www.louisvilleco.gov/council](http://www.louisvilleco.gov/council)

*The Council will accommodate public comments during the meeting. Anyone may also email comments to the Council prior to the meeting at [Council@LouisvilleCO.gov](mailto:Council@LouisvilleCO.gov).*

- 1. CALL TO ORDER**
- 2. BUDGET RETREAT: DISCUSSION/DIRECTION  
2023-2024 BIENNIAL BUDGET – SUPPLEMENTAL YEAR**
  - A. 2023-2024 BIENNIAL BUDGET DEVELOPMENT  
PROCESS AND FINANCIAL POLICIES,  
SUPPLEMENTAL YEAR**
  - B. 2022 YEAR-IN-REVIEW**
  - C. REVENUE ASSUMPTIONS & EXPENDITURE TARGETS**
  - D. 2023-2028 CAPITAL IMPROVEMENTS PLAN (CIP)**

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#### **Citizen Information**

If you wish to speak at the City Council meeting in person, please fill out a sign-up card and present it to the City Clerk at the meeting; if you are attending remotely, please use the “raise hand” icon to show you wish to speak in public comments.

Persons planning to attend the meeting who need sign language interpretation, translation services, assisted listening systems, Braille, taped material, or special transportation, should contact the City Clerk’s Office (303.335.4536 or 303.335.4574) or [ClerksOffice@LouisvilleCO.gov](mailto:ClerksOffice@LouisvilleCO.gov). A forty-eight-hour notice is requested.

Si requiere una copia en español de esta publicación o necesita un intérprete durante la reunión del Consejo, por favor llame a la Ciudad al 303.335.4536 o 303.335.4574 o email [ClerksOffice@LouisvilleCO.gov](mailto:ClerksOffice@LouisvilleCO.gov).

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**E. 2023-2028 FUND FORECASTS**

- Staff Presentation
- Public Comments (Please limit to 3 minutes each)
- Council Questions, Comments, Direction

**3. ADJOURN**

**SUBJECT: 2023-2024 BIENNIAL BUDGET DEVELOPMENT - YEAR 2**

**DATE: JULY 18, 2023**

**PRESENTED BY: JEFF DURBIN, CITY MANAGER  
RYDER BAILEY, CPA, FINANCE DIRECTOR**

### **BUDGET DEVELOPMENT PROCESS KICK OFF**

The purpose of this agenda item is to kick off the 2<sup>nd</sup> year of the 2023-2024 biennial budget development process. This process aims to be similar to those we have used in the previous year supplemental budget developments.

The formulation of the annual operating budget, including the publication of the budget document, is one of the most important financial activities that the City of Louisville undertakes each year. The budget process provides a comprehensive plan to deliver efficient services to residents and stakeholders of the City in a manner that aligns resources with the policies, goals, mission, and vision of the City

Below is a high-level summary the budget calendar. It provides high level overview of the planning that goes into the budget process and the interrelationship between the carryforward budget amendment, the 2023-2028 Capital Improvements Plan, and the Supplemental Year to the 2023-2024 Biennial Operating & Capital Budget.

The capital budget request process is designed as a completely separate process from the operational budget request process. The capital budget request process occurs first, followed by the operational budget request process.

The following is a high-level summary of the current budget development process.

### **BUDGET CALENDAR**

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March - April	Departments prepare requests for 2023 carry-forward budget amendment, including requests for new projects/funding and justification narratives.
March - May	Departments compile updated key performance indicators.
May - June	Departments are asked to review the CIP 6 Year Plan, which includes previously requested capital projects for 2023 through 2028.

June - July	City Manager reviews all requests for capital projects and develops a preliminary Six-Year Capital Improvements Plan.
June - July	Departments prepare six-year revenue estimates, requests for new positions/FTEs, and requests for operating budgets
Today	City Council Budget Retreat to discuss budget process and to review preliminary recommendations from the City Manager on the Capital Improvements Program.
September 5th	City Manager's Recommended Budget is presented to City Council
September	City Council may hold a study session(s), if necessary.
October 17th	Budget Public Hearing
November 6th	City Council is presented with Resolutions to Adopt the Budget, Appropriate Funds, and Levy Taxes

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## **FINANCIAL POLICIES**

The City's Financial Policies are posted on the Finance Department's webpage, linked [here](#), they are reviewed annually by the Finance Committee, they were last amended by City Council on December 21, 2021.

The current set of financial policies include an Introduction Section and the following eight Policy Sections:

1. General Policies
2. Reserve Policies
3. Debt Policies
4. Revenue Policies
5. Operating Budget Policies
6. Investment Policies
7. Capital Asset Management Policies
8. Accounting, Auditing, and Financial Reporting Policies

## **BUDGET GUIDELINES**

The Finance Department facilitates budget development, in coordination with the City Manager's Office. Department Heads are asked to submit operational and capital project requests with the following budget guidelines in mind:

- The City is developing the second year of the 2023-2024 biennial budget process, and therefore minimal, if any, modifications are anticipated to Department previously projected 2024 budgets.
- Budget prioritization is given towards functions and programs we are currently performing over adding new services/programs/amenities.
- One-time funding, if available, should fund one-time expenditures, not on-going expenditures. While our legal requirement is a balanced budget, our goal is as a structurally balanced budget, where annual recurring revenue will be projected to equal or exceed annual recurring expenditures for each fund.
- Directors are expected to review all of their operations, programs and projects and to identify any potential cost savings.
- Line-item adjustments should be based on analysis and projections, not simple percentage increases.
- Any new staffing requests should include detailed and specific information defining the need for the position(s).
- Given existing and potential fiscal challenges, the community's expectation for a high level of service delivery, and the significant level of capital project expenditures within the 6 Year CIP Program, we expect the budget development process to generate challenging conversations and difficult decisions.

## **FISCAL ISSUES WITH SIGNIFICANT IMPACTS TO 2024 BUDGET DEVELOPMENT**

- The Marshall Fire continues to have a significant impact to our current and future fiscal position, with emphasis on mitigation and increased resiliency.
- Property Tax Revenue and Assessed Value Discussion – City General Obligation Mill Levy.
- O/S and Park Sales Tax / Ballot Measure (Pass/Fail) and New Accounting Treatment.
- General Trend of Expenses outpacing Revenues.

**SUBJECT: 2022 YEAR-IN-REVIEW**

**DATE: JULY 18, 2023**

**PRESENTED BY: JEFF DURBIN, CITY MANAGER  
RYDER BAILEY, CPA, FINANCE DIRECTOR**

**SUMMARY**

As part of the 2023 budget development process, staff reviews Prior Year revenue to expenditure budget to actual variances, and calculates the beginning fund balance for 2023.

The purpose of this agenda item is to briefly review the variances between the 2022 budgeted and the 2022 actual amounts for the City’s main operating funds. The following table summarizes and compares these amounts for the General Fund.

**Table 1: Beginning and Ending Fund Balances of Major City Funds**

2022 Year in Review - Beginning and Ending Fund Balances (Working Capital) for Major Funds				
Fund	Fund Title	2022 Beg Fund Balance	2022 Ending Fund Balance	Variance
		(Working Capital) - Audited	(Working Capital) - Audited	
101	General Fund	12,485,969	15,567,998	3,082,029
201	Open Space & Parks Fund	3,828,521	1,678,855	(2,149,666)
207	Historic Preservation Fund	2,978,748	3,340,021	361,273
208	Recreation Center Fund	2,136,703	3,214,781	1,078,078
301	Capital Projects Fund	7,815,210	11,178,327	3,363,117
501-503	Consolidated Utility Fund	27,184,833	31,559,066	4,374,233
520	Golf Course Fund	535,966	588,706	52,740

\*- Note – Working Capital (Current Assets Less Current Liabilities is used for Utility and Golf funds)

City of Louisville, Colorado  
**General Fund**  
2022 Projections & 2022 Audited Actuals

	2022		
	Final Budget	Actual	Variance
<b>Beginning Fund Balance</b>		<u>12,485,969</u>	
Plus: Revenue	25,991,300	25,870,882	(120,418)
Plus: Transfers-In [1]	5,409,580	5,416,659	7,079
Less: Expenditures	(30,068,930)	(22,573,004)	7,495,926 [2]
Less: Transfers-Out [3]	(6,020,880)	(6,016,186)	4,694
<b>Ending Fund Balance</b>		<u>15,567,998</u>	
<b>Percent of Annual Op Exp</b>		<u>54%</u>	

[1] Transfers from ARPA (One Time) , PEG Fee Fund and Historic Preservation Fund

[2] Variance Driven by 2022 Budget Amendment for Debris Removal

[3] Transfers to Open Space & Parks Fund, Cemetery Fund, and Recreation Fund

The first column (Final Budget) summarizes the General Fund budgeted revenue and expenditures. The second column (Actual) summarizes the final actual audited amounts. The final column calculates a positive or negative variance between the actual amounts and the Final budget.

For the General Fund, the 2022 ending fund balance of \$15,567,998. The 2022 ending fund balance is 54% of 2022 annual operating expenditures (as defined in the latest Financial Policies), which is well above the 25% target as defined in the latest Financial Policies.

The following tables present the same actual-versus-final budget analysis for the City’s other main operating funds, including the:

- Open Space & Parks Fund;
- Historic Preservation Fund;
- Capital Projects Fund;
- Consolidated Utility Fund; and
- Golf Course Fund.

**City of Louisville, Colorado**  
**Open Space & Parks Fund**  
**2022 Projections & 2022 Audited Actuals**

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	<b>2022</b>		
	<b>Final Budget</b>	<b>Actual</b>	<b>Variance</b>
<b>Beginning Fund Balance</b>		<u><u>3,828,521</u></u>	
Plus: Revenue	3,877,090	2,928,617	(948,473)
Plus: Transfers-In [1]	920,300	1,076,666	156,366
Less: Expenditures	(7,517,170)	(6,154,949)	1,362,221
<b>Ending Fund Balance</b>		<u><u>1,678,855</u></u>	
<b>Percent of Annual Op Exp</b>		<u><u>46%</u></u>	

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[1] Transfers from General Fund and Impact Fee Fund

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**City of Louisville, Colorado**  
**Historic Preservation Fund**  
**2022 Projections & 2022 Audited Actuals**

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	<b>2022</b>		
	<b>Final Budget</b>	<b>Actual</b>	<b>Variance</b>
<b>Beginning Fund Balance</b>		<u><u>2,978,748</u></u>	
Plus: Revenue	926,970	917,816	(9,154)
Less: Expenditures	(639,240)	(371,981)	267,259
Less: Transfers-Out [1]	(164,980)	(184,562)	(19,582)
<b>Ending Fund Balance</b>		<u><u>3,340,021</u></u>	

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[1] Transfers to the General Fund

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City of Louisville, Colorado  
**Recreation Fund**  
2022 Projections & 2022 Audited Actuals

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	<b>2022</b>		
	<b>Final Budget</b>	<b>Actual</b>	<b>Variance</b>
<b>Beginning Fund Balance</b>		<b>2,136,703</b>	
Plus: Revenue	3,594,490	4,288,358	693,868
Plus: Transfers-In [1]	1,258,280	1,258,280	-
Less: Expenditures	(4,495,300)	(4,468,560)	26,740
<b>Ending Fund Balance</b>		<b>3,214,781</b>	
<b>Percent of Annual Op Exp</b>		<b>72%</b>	

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[1] Transfers from General Fund and Capital Projects Fund

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City of Louisville, Colorado  
**Capital Projects Fund**  
2022 Projections & 2022 Audited Actuals

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	<b>2022</b>		
	<b>Final Budget</b>	<b>Actual</b>	<b>Variance</b>
<b>Beginning Fund Balance</b>	<b>7,815,210</b>	<b>7,815,210</b>	
Plus: Revenue	9,835,530	8,788,092	(1,047,438)
Plus: Transfers-In [1]	3,194,410	3,316,881	122,471
Less: Expenditures	(15,676,160)	(8,605,999)	7,070,161 [2]
Less: Transfers-Out	(135,860)	(135,860)	-
<b>Ending Fund Balance</b>		<b>11,178,327</b>	

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[1] Transfers from General (One-Time) and Impact Fee Fund

[2] Timing of Capital Projects, majority of variance Carry-Forward to next FY

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**City of Louisville, Colorado  
Consolidated Utility Fund  
2022 Projections & 2022 Audited Actuals**

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	2022		
	Final Budget	Actual	Variance
<b>Beginning Working Capital</b>		<u>27,184,833</u>	
Plus: Revenue	13,209,410	20,476,438	7,267,028
Less: Expenditures	(24,184,830)	(15,972,822)	8,212,008
<b>Ending Working Capital</b>		<u>31,559,066</u>	

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**City of Louisville, Colorado  
Golf Course Fund  
2022 Projections & 2022 Audited Actuals**

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	2022		
	Final Budget	Actual	Variance
<b>Beginning Working Capital</b>		<u>535,966</u>	
Plus: Revenue	2,303,420	2,555,316	251,896
Less: Expenditures	(2,511,600)	(2,518,698)	(7,098)
<b>Ending Working Capital</b>		<u>588,706</u>	
<b>Percent of Annual Op Exp</b>		<u>23%</u>	

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**SUBJECT: REVENUE ASSUMPTIONS & EXPENDITURE TARGETS**

**DATE: JULY 18, 2023**

**PRESENTED BY: JEFF DURBIN, CITY MANAGER  
RYDER BAILEY, CPA FINANCE DIRECTOR**

## **SUMMARY**

A critical step in developing the Second Year of the 2023-2024 Citywide Budget, the Capital Improvements Plan, and the Long-Term Financial Plan is to update the revenue and expenditure estimates for the most recent complete year actuals (2022), the projections for 2023/24 budget years, and to establish longer term revenue assumptions and expenditure targets for 2025 through 2028.

In the Second Year of the Biannual budget, much of the Year 2 budgetary information will be leveraged as a starting point for the development and adoption of the 2024 Citywide budget. In the coming months, Fiscal Staff and Departmental Staff will collaboratively refine 2024 Projections, for Revenues, Salaries and Benefits, Services and Supplies, and Capital expenditures.

## **Revenue Estimates and Assumptions**

Staff has updated revenue estimates to actuals for the Prior Year 2022, revised when appropriate projections for 2023, while leaving 2024-2028 unchanged since last budget development. The Finance Department prepared most the projections for general revenue sources, such as sales taxes, use taxes, intergovernmental revenue, etc. As the Budget Development process progresses, Departments will be asked to review and update projections for all revenue sources that they collect, assess, or are thought to have the best information to make the projections. For example, projections for building-related revenue are based on forecasts from the Planning & Building Safety Department. Projections for Recreation Center Fees and Golf Course Fees are based on forecasts from the Parks & Recreation Department. projections will be updated as needed during the budget process.

The following table from the Long-Term Financial Planning Model summarizes revenue assumption for major revenue sources through 2028.

**SUBJECT: REVENUE ASSUMPTIONS & EXPENDITURE TARGETS**

**DATE: JULY 18, 2023**

**PAGE 2 OF 4**

City of Louisville, Colorado									
Summary of Revenue Assumptions for Major Revenue Sources									
Year-Over-Year Percent of Change									
2020 - 2028									
Revenue Category	Percent of Change								
	2020	2021	2022	2023	2024	2025	2026	2027	2028
Regional Consumer Price Index	2.0%	3.5%	7.7%	5.1%	3.5%	3.3%	3.0%	3.0%	3.0%
Average Rate of Return	1.4%	0.4%	-0.7%	1.6%	2.3%	2.8%	3.0%	3.3%	3.5%
<b>Taxes:</b>									
Sales Tax	-8.4%	16.3%	9.1%	10.3%	5.0%	3.5%	3.5%	3.5%	3.5%
Property Tax	7.5%	1.1%	7.3%	-4.7%	7.6%	2.9%	5.0%	2.4%	3.5%
Use Tax - Consumer	-16.4%	28.0%	27.0%	15.1%	7.0%	5.0%	5.0%	5.0%	5.0%
Use Tax - Auto	-12.5%	19.0%	5.1%	-11.4%	5.0%	3.5%	3.5%	3.5%	3.5%
Use Tax - Building Materials	-18.4%	43.3%	54.8%	-54.1%	21.1%	0.9%	-5.0%	6.3%	-1.5%
Franchise Taxes	-4.1%	12.4%	6.0%	-9.0%	2.8%	2.5%	1.5%	1.5%	1.5%
Lodging Tax	-59.9%	48.3%	16.0%	13.2%	12.5%	10.0%	7.5%	5.0%	5.0%
<b>Licenses &amp; Permits:</b>									
Sales & Use Tax Licenses	1.0%	4.7%	-78.9%	0.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Construction Permits	-15.3%	47.0%	119.9%	-54.8%	-18.5%	-0.4%	-3.1%	-35.0%	-1.5%
Minor Building-Related Permits	-52.2%	-14.2%	64.0%	-48.5%	3.0%	3.0%	3.0%	3.0%	3.0%
<b>Intergovernmental Revenue:</b>									
Highway Users Tax	-25.6%	19.9%	-7.2%	0.5%	1.0%	1.0%	1.0%	1.0%	1.0%
State Lottery	-13.3%	15.5%	7.1%	-1.9%	3.5%	3.0%	3.0%	2.0%	2.0%
Marijuana Tax	27.3%	26.5%	-1.0%	10.0%	7.5%	5.0%	5.0%	5.0%	5.0%
IGA - Superior Library	7.8%	-0.9%	14.4%	-6.0%	7.5%	3.0%	5.0%	2.5%	3.5%
<b>Charges for Services:</b>									
Water User Fees	20.6%	-8.0%	-3.0%	0.0%	4.0%	0.5%	1.0%	0.0%	0.2%
Water Tap Fees	-24.7%	37.7%	-35.7%	40.7%	-18.7%	3.0%	-30.0%	16.9%	-6.6%
Wastewater User Fees	10.4%	3.6%	-10.6%	5.5%	17.0%	8.4%	6.2%	4.0%	4.0%
Wastewater Tap Fees	-1.0%	-31.9%	-14.4%	98.5%	-30.0%	22.8%	-39.5%	27.4%	-9.8%
Storm Water User Fees	7.2%	3.8%	-6.3%	2.1%	19.2%	12.3%	13.1%	12.0%	12.1%
Solid Waste User Fees	-3.1%	-5.8%	5.6%	5.9%	6.2%	3.5%	3.5%	3.5%	3.5%
Recreation Center Fees	-58.4%	85.9%	25.3%	4.5%	2.9%	2.8%	2.7%	2.7%	2.8%
Golf Course User Fees	20.0%	19.4%	3.3%	5.9%	0.1%	2.2%	0.2%	2.3%	0.2%
Developer Impact Fees	57.7%	-55.7%	83.6%	-27.4%	-14.2%	13.8%	-36.0%	71.8%	-10.3%
<b>Fines &amp; Forfeitures:</b>									
Court Fines	-33.6%	-19.1%	-23.4%	-5.0%	-2.5%	0.0%	0.0%	0.0%	0.0%

**SUBJECT: REVENUE ASSUMPTIONS & EXPENDITURE TARGETS**

**DATE: JULY 18, 2023**

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**Expenditure Budgets and Targets**

Departments previously submitted their operational budget requests for the 2023-2024 biennium in mid-2022. Year 2 of the Biannual budget will be the starting point for Departmental budget creation. Staff will revisit all previously requested budgetary amounts, along with updating projections for wages and benefits.

The following table contains a summary of significant expenditure categories., The term *targets* is used for expenditures, rather than the term *assumptions*, to denote that, in most cases, the City has more control over its expenditure disbursements than its revenue receipts.

City of Louisville, Colorado									
Summary of Expenditure Actuals, Estimates, and Targets for Major Expenditure Categories									
Year-Over-Year Percent of Change									
2020 - 2028									
Expenditure Category	Percent of Change								
	2020	2021	2022	2023	2024	2025	2026	2027	2028
<b>Regional Consumer Price Index</b>	1.95%	3.54%	7.70%	5.10%	3.50%	3.25%	3.00%	3.00%	3.00%
<b>Salaries &amp; Wages:</b>									
Regular Wages	2.2%	4.6%	9.6%	3.0%	12.4%	4.0%	4.0%	4.0%	4.0%
Variable & Seasonal Wages	-32.9%	34.0%	38.6%	22.1%	2.8%	3.9%	3.9%	3.9%	3.9%
Overtime	2.0%	-4.3%	33.0%	-22.3%	5.0%	2.5%	2.5%	2.5%	2.5%
<b>Employee Benefits:</b>									
Employee Insurance	3.2%	0.0%	6.4%	27.7%	8.8%	7.5%	7.5%	7.5%	7.5%
FICA Expense	-2.8%	7.7%	12.5%	9.8%	4.5%	11.1%	3.9%	4.0%	4.0%
Retirement Contribution	2.0%	5.6%	28.3%	23.9%	5.1%	3.2%	3.9%	4.0%	4.0%
<b>All Employee Compensation</b>	<b>-1.1%</b>	<b>5.7%</b>	<b>12.5%</b>	<b>15.3%</b>	<b>5.4%</b>	<b>4.6%</b>	<b>4.3%</b>	<b>4.3%</b>	<b>4.3%</b>
<b>Supplies:</b>									
Chemicals	-4.9%	3.5%			7.6%	3.5%	3.5%	3.0%	3.0%
Vehicle Maintenance Supplies	-9.5%	9.4%			3.1%	3.5%	3.5%	3.0%	3.0%
Street Supplies	1.1%	-17.6%			0.0%	3.5%	3.5%	3.0%	3.0%
Uniforms & Clothing	9.3%	-7.8%			-0.6%	3.5%	3.5%	3.0%	3.0%
Library Books & Media	-22.5%	0.6%			0.1%	3.5%	3.5%	3.0%	3.0%
<b>All Supplies</b>	<b>-4.2%</b>	<b>-2.8%</b>	<b>90.0%</b>	<b>-17.4%</b>	<b>2.1%</b>	<b>3.3%</b>	<b>3.3%</b>	<b>3.0%</b>	<b>3.0%</b>
<b>Purchased/Contracted Services:</b>									
Professional Services	-4.9%	10.2%			-17.3%	1.1%	5.4%	4.6%	4.7%
Utilities	6.9%	1.8%			0.0%	3.5%	3.5%	3.5%	3.5%
Solid Waste Hauling	-7.0%	3.9%			6.4%	4.0%	4.0%	4.0%	4.0%
Parts, Repairs, & Maintenance	-18.2%	17.5%			-21.8%	13.9%	-7.4%	15.5%	-7.2%
Legal Services	-0.5%	9.5%			0.5%	5.0%	5.0%	5.0%	5.0%
Insurance Premiums & Deductibles	34.3%	12.6%			14.6%	7.0%	7.0%	7.0%	7.0%
Boulder Dispatch Services	1.5%	12.6%			10.0%	3.5%	3.5%	3.5%	3.5%
<b>All Purchased/Contracted Services</b>	<b>8.7%</b>	<b>0.6%</b>	<b>28.6%</b>	<b>17.5%</b>	<b>-5.7%</b>	<b>2.5%</b>	<b>3.1%</b>	<b>5.3%</b>	<b>2.9%</b>

**SUBJECT: REVENUE ASSUMPTIONS & EXPENDITURE TARGETS**

**DATE: JULY 18, 2023**

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Please note that all preceding revenue estimates/assumptions and expenditure budgets/targets are simply a place to start in developing the 2023-2024 Biennial Supplemental Budget, the Capital Improvements Plan, and the Long-Term Financial Plan.

All assumptions and targets will be revised continuously over the next few months as the City Manager reviews the budget requests and as staff receives updated information.

**SUBJECT: 2023-2028 CAPITAL IMPROVEMENTS PLAN**

**DATE: JULY 18, 2023**

**PRESENTED BY: JEFF DURBIN, CITY MANAGER  
RYDER BAILEY, CPA, FINANCE DIRECTOR**

**SUMMARY**

The attached 2023-2028 Capital Improvements Plan (C-I-P) was adopted by the Council in November of 2022. Although the C-I-P is presented as a separate document, it is an integral part of the overall biennial budget process. Based on Council discussion and direction at the Budget Retreat, the City Manager will include a final C-I-P recommendation with the 2023-2024 Recommended Biennial Budget in September.

**Process & Scope**

In May, the Finance Department asked departments to review the Adopted 2023-2028 Capital Improvements Plan (C-I-P) and their respective C-I-P projects.

Departments reviewed capital project requests for 2023 through 2028 for the following funds:

- Open Space & Parks
- Conservation Trust – Lottery
- Cemetery
- Recreation
- Capital Projects
- Water Utility
- Wastewater Utility
- Storm Water Utility
- Golf Course
- Technology Management
- Fleet Management

The 2023-24 Adopted Budget contains a C-I-P totaling approximately \$116 million over the six-year period.

**Adopted CIP Plan**

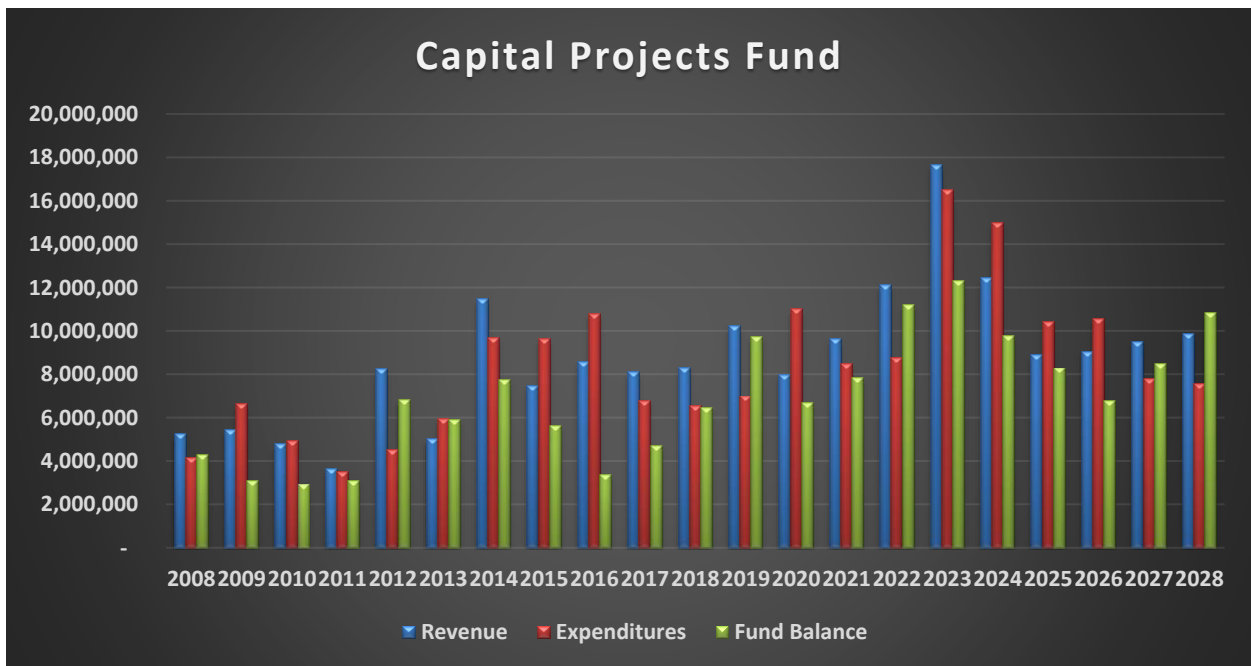
**ALL FUNDS**

Fund Description	2022 Estimate	2023 Planned	2024 Planned	2025 Planned	2026 Planned	2027 Planned	2028 Planned	6-Year Totals
Open Space & Parks Fund	3,854,320	410,400	861,900	504,900	345,000	280,000	314,000	2,716,200
Conservation Trust - Lottery Fund	160,000	400,000	300,000	240,000	550,000	300,000	300,000	2,090,000
Cemetery Fund	14,250	10,000	10,000	10,000	10,000	10,000	10,000	60,000
PEG Fee Fund	-	25,000	25,000	25,000	25,000	25,000	25,000	150,000
Historic Preservation Fund	206,370	-	-	-	-	-	-	-
Recreation Fund	107,000	1,086,800	1,061,500	216,000	176,600	162,000	162,000	2,864,900
Capital Projects Fund	14,850,730	15,926,760	14,360,390	9,771,900	9,890,130	7,091,650	6,830,860	63,871,690
Recreation Center Construction Fund	93,500	-	-	-	-	-	-	-
Water Utility Fund	8,116,300	6,463,400	14,152,500	3,848,000	2,457,000	2,197,000	2,592,000	31,709,900
Wastewater Utility Fund	1,692,360	4,841,060	735,500	632,500	460,000	520,000	520,000	7,709,060
Storm Water Utility Fund	2,130,900	136,000	315,000	257,000	192,000	198,000	220,000	1,318,000
Golf Course Fund	-	770,180	41,250	39,000	-	-	-	850,430
Technology Management Fund	75,000	105,000	75,000	75,000	75,000	75,000	75,000	480,000
Fleet Management Fund	535,550	570,000	264,750	473,680	396,650	399,620	404,080	2,508,780
<b>Total for All Funds</b>	<b>31,836,280</b>	<b>30,744,600</b>	<b>32,202,790</b>	<b>16,092,980</b>	<b>14,577,380</b>	<b>11,258,270</b>	<b>11,452,940</b>	<b>116,328,960</b>

**Funding and Long-Term Forecasts**

Other than the Utility Funds, the Capital Projects Fund provides the majority of funding for the C-I-P. Capital requests have been incorporated into the City’s Long-Term Financial Model to determine if there is adequate funding from revenue and reserves. The following chart includes the 2023-24 Adopted CIP Projects, compares those with the revenue projections, and calculates an estimated ending fund balance.

**Long Term Model – Adopted CIP Program**



Large fluctuations in revenue, expenditures and fund balances within capital project funds are typical. The City does not have a formal reserve policy for its Capital Projects Fund. However, the City has historically attempted to maintain enough reserves to mitigate current and future risks (revenue shortfalls, unanticipated expenditures, etc.). The projected fund balance at the end of 2028 is approximately \$10.8 million. Staff believes this level is adequate to mitigate potential risks.

**Document Structure**

Attached is a summary of the Adopted Six-Year Capital Improvements Plan for 2023 through 2028. The full CIP Plan can be found on the City website, [link](#), where further detail, including each individual capital project worksheets.

1. A summary of the Adopted Six-Year Capital Improvements Plan for 2023 through 2028, each project and a separate line, and subtotaled by fund; and

**SUBJECT: 2023-2028 CAPITAL IMPROVEMENTS PLAN**

**DATE: JULY 18, 2023**

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2. A copy of each “off cycle” recently submitted C-I-P Project Request Form as submitted by the requesting departments.

**ATTACHMENTS:**

1. Six-Year Capital Improvements Plan 2023 – 2028, Summary of Adopted Projects,
2. “Off-Cycle” newly submitted C-I-P Project Request Forms



# 2D - Attachment 1

## City of Louisville, Colorado Six-Year Capital Improvement Plan For the Years 2023 Through 2028

### Open Space & Parks Fund

Request No.	Project Account	Project Description	2022 Estimate	2023 Planned	2024 Planned	2025 Planned	2026 Planned	2027 Planned	2028 Planned	6-Year Totals
	201511-630071	Parks and Open Space Signs	40,000	-	-	-	-	-	-	-
	201511-630101	Irrig Replacements & Improvs (%)	25,000	-	-	-	-	-	-	-
	201511-640001	Machinery & Equipment (%)	60,000	-	-	-	-	-	-	-
	201511-630157	Park Site Furnishing Replacements	25,000	-	-	-	-	-	-	-
	201511-630162	Community Park Irrigation Replacement	859,400	-	-	-	-	-	-	-
	201511-630166	Playground Replacement	388,190	-	-	-	-	-	-	-
	201511-640142	Wood Chipper (%)	42,500	-	-	-	-	-	-	-
	201522-630155	Russian Olive Removal and Tree Planting	10,000	-	-	-	-	-	-	-
	201522-640001	Machinery & Equipment (%)	12,960	-	-	-	-	-	-	-
	201524-660279	Soft Surface Trail Management Plan	637,820	-	-	-	-	-	-	-
	201528-660277	104th Empire Trail & Shoulder Improvement	1,753,450	-	-	-	-	-	-	-
1	201522-640001	Open Space Equipment	-	40,000	-	-	-	-	-	40,000
2		Soft Surface Trail Maintenance	-	-	-	220,000	250,000	177,000	206,000	853,000
3	201522-660081	Open Space & Trail Improvements	-	40,000	-	41,500	18,000	43,000	48,000	190,500
4	(Operations)	PROST Master Plan Update	-	-	300,000	-	-	-	-	300,000
5	201750-540900	Prairie Dog Relocation	-	42,500	-	-	-	-	-	42,500
6	201511-640001	Parks Equipment Replacement (60%)	-	60,000	60,000	60,000	60,000	60,000	60,000	360,000
7	201511-660292	Public Landscape Improvements (70%)	-	39,900	39,900	39,900	-	-	-	119,700
8	201511-640000	Additions to Fleet - Parks (60%)	-	48,000	-	-	-	-	-	48,000
9	201511-630101	Parks Irrigation Upgrades/Site Improvements (50%)	-	140,000	345,000	137,500	-	-	-	622,500
10	(Operations)	Interpretive Education Displays	-	-	12,000	6,000	17,000	-	-	35,000
11	201524-660300	Emergency and Maintenance Access	-	-	105,000	-	-	-	-	105,000
<b>201522 Total Open Space &amp; Parks Fund</b>			<b>3,854,320</b>	<b>410,400</b>	<b>861,900</b>	<b>504,900</b>	<b>345,000</b>	<b>280,000</b>	<b>314,000</b>	<b>2,716,200</b>

### Conservation Trust - Lottery Fund

Request No.	Project Account	Project Description	2022 Estimate	2023 Planned	2024 Planned	2025 Planned	2026 Planned	2027 Planned	2028 Planned	6-Year Totals
	202511-630048	Playgrounds (%)	145,000	-	-	-	-	-	-	-
	202511-660015	Open Space & Parks Signs (%)	15,000	-	-	-	-	-	-	-
12	202511-630048	Playground Replacement (40%)	-	400,000	200,000	200,000	200,000	200,000	200,000	1,400,000
13	202511-660015	Open Space & Parks Signs	-	-	100,000	-	-	100,000	100,000	300,000
14		Fishing Pond Improvements	-	-	-	40,000	350,000	-	-	390,000
<b>Total Conservation Trust - Lottery Fund</b>			<b>160,000</b>	<b>400,000</b>	<b>300,000</b>	<b>240,000</b>	<b>550,000</b>	<b>300,000</b>	<b>300,000</b>	<b>2,090,000</b>

### Cemetery Fund

Request No.	Project Account	Project Description	2022 Estimate	2023 Planned	2024 Planned	2025 Planned	2026 Planned	2027 Planned	2028 Planned	6-Year Totals
	204799-640001	Machinery & Equipment (%)	10,000	-	-	-	-	-	-	-
	204799-640142	Wood Chipper (%)	4,250	-	-	-	-	-	-	-
6	204799-640001	Parks Equipment Replacement (10%)	-	10,000	10,000	10,000	10,000	10,000	10,000	60,000
<b>Total Cemetery Fund</b>			<b>14,250</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>60,000</b>

### PEG Fee Fund

Request No.	Project Account	Project Description	2022 Estimate	2023 Planned	2024 Planned	2025 Planned	2026 Planned	2027 Planned	2028 Planned	6-Year Totals
	205120-600008	PEG Capital	-	25,000	25,000	25,000	25,000	25,000	25,000	150,000
		<b>Total PEG Fee Fund</b>	<b>-</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>150,000</b>

### Historic Preservation Fund

Request No.	Project Account	Project Description	2022 Estimate	2023 Planned	2024 Planned	2025 Planned	2026 Planned	2027 Planned	2028 Planned	6-Year Totals
	207542-620109	Miners' Cabins Relocation	145,520	-	-	-	-	-	-	-
	207542-620113	Historical Museum Structural Work (%)	60,850	-	-	-	-	-	-	-
		<b>Total Historic Preservation Fund</b>	<b>206,370</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

### Recreation Fund

Request No.	Project Account	Project Description	2022 Estimate	2023 Planned	2024 Planned	2025 Planned	2026 Planned	2027 Planned	2028 Planned	6-Year Totals
	208535-620128	Aquatics Amenity Updates	12,000	-	-	-	-	-	-	-
	208535-640144	Pump Replacements	15,000	-	-	-	-	-	-	-
	208538-640001	Parks Equipment Replacement (%)	10,000	-	-	-	-	-	-	-
	208539-620135	Imperial/Hecla Room Divider	-	-	-	-	-	-	-	-
	208539-640123	Rec Center Equipment Replacement	70,000	-	-	-	-	-	-	-
15	208539-620141	Pool Area Double Doors	-	13,200	-	-	-	-	-	13,200
16	208539-620142	Locker Room Upgrades	-	11,000	-	-	-	-	-	11,000
17	208539-640143	Radio System for Staff	-	7,700	-	-	-	-	-	7,700
18	208539-640156	Cameras	-	36,300	-	-	-	-	-	36,300
19	208539-620143	Roof Replacement	-	700,000	-	-	-	-	-	700,000
20	208539-640123	Fitness Equipment Replacement	-	75,000	100,000	125,000	152,000	152,000	152,000	756,000
21	208723-522500	TV Replacement	-	6,600	-	-	6,600	-	-	13,200
22	208728-522500	Piano Replacement	-	7,000	-	-	-	-	-	7,000
23	208535-640154	Memory Pool Heaters	-	60,000	-	-	-	-	-	60,000
24	208535-640144	Pool Pump Replacements	-	15,000	15,000	15,000	-	-	-	45,000
25	208535-640139	Pool Vacuums	-	15,000	-	-	-	-	-	15,000
26	208535-620139	Miracote Deck	-	40,000	-	-	-	-	-	40,000
27	208535-620140	Chlorine Enclosure	-	22,000	-	-	-	-	-	22,000
28	208535-640155	Memory Square Pool Filters	-	37,000	-	-	-	-	-	37,000
29	208731-522500	Outside Brooks Concrete	-	6,000	-	-	-	-	-	6,000
30	208539-640157	Rec Center HVAC Replacement	-	25,000	720,000	-	-	-	-	745,000
6	208538-640001	Parks Equipment Replacement (10%)	-	10,000	10,000	10,000	10,000	10,000	10,000	60,000
31	208539-630170	Track Remediation	-	-	210,000	-	-	-	-	210,000
32	(Operations)	Rectangle Table Replacement	-	-	6,500	-	-	-	-	6,500
33		Deck Furniture - Recreation Center	-	-	-	27,000	-	-	-	27,000
34		Deck Furniture - Memory Square	-	-	-	39,000	-	-	-	39,000
35	(Operations)	Lifeguard Chairs	-	-	-	-	8,000	-	-	8,000
		<b>Total Recreation Fund</b>	<b>107,000</b>	<b>1,086,800</b>	<b>1,061,500</b>	<b>216,000</b>	<b>176,600</b>	<b>162,000</b>	<b>162,000</b>	<b>2,864,900</b>

## Capital Projects Fund

Request No.	Project Account	Project Description	2022 Estimate	2023 Planned	2024 Planned	2025 Planned	2026 Planned	2027 Planned	2028 Planned	6-Year Totals
	301103-620133	Building Energy Efficiency	558,960	-	-	-	-	-	-	-
	301103-660025	Decorative Streetlight LED Conversion	120,000	-	-	-	-	-	-	-
	301103-640030	Electric Vehicle Charging Station	22,420	-	-	-	-	-	-	-
	301161-640000	Motor Vehicle/Road Equipment	35,000	-	-	-	-	-	-	-
	301173-650103	City-Wide Security Additions	34,060	-	-	-	-	-	-	-
	301173-650104	City-Wide WiFi Refresh	38,000	-	-	-	-	-	-	-
	301173-660258	Middle Mile Fiber	75,000	-	-	-	-	-	-	-
	301191-620134	City Hall Elevator Modernization	135,000	-	-	-	-	-	-	-
	301191-650110	City Hall Mass Notification System	65,000	-	-	-	-	-	-	-
	301211-620116	Police Dept Basement Restrooms & Lockers	598,330	-	-	-	-	-	-	-
	301211-640145	Taser Replacements	64,160	-	-	-	-	-	-	-
	301211-650105	Additional Features for BRAZO System	11,000	-	-	-	-	-	-	-
	301211-650106	Bi-Directional 700-800 Amplifier	187,000	-	-	-	-	-	-	-
	301211-650107	Communication Equipment for EOC	29,500	-	-	-	-	-	-	-
	301211-650113	In-Car Video System	99,940	-	-	-	-	-	-	-
	301216-620111	Court Security Project	22,700	-	-	-	-	-	-	-
	301219-620120	Police Dept Electrical Work	32,630	-	-	-	-	-	-	-
	301219-620131	Police Carport with Solar	262,430	-	-	-	-	-	-	-
	301311-660202	Railroad Quiet Zones	1,517,970	-	-	-	-	-	-	-
	301312-660012	Pavement Booster Program	5,780,760	-	-	-	-	-	-	-
	301312-660022	Concrete Replacement	96,000	-	-	-	-	-	-	-
	301312-660222	SH42 Short Intersection Construction	-	-	-	-	-	-	-	-
	301312-660256	Downtown Ornamental Light Replacement	18,660	-	-	-	-	-	-	-
	301312-660278	SBR Pedestrian Improvements	1,888,100	-	-	-	-	-	-	-
	301312-660280	Street Lighting Safety Upgrades	89,710	-	-	-	-	-	-	-
	301312-660288	Future 42 Study	398,330	-	-	-	-	-	-	-
	301312-660291	Guardrail Replacement (Fire)	123,000	-	-	-	-	-	-	-
	301313-660103	Median Improvements	300,000	-	-	-	-	-	-	-
	301313-660254	Utility Undergrounding	1,111,200	-	-	-	-	-	-	-
	301314-640001	Machinery & Equipment (%)	20,550	-	-	-	-	-	-	-
	301511-630048	Playground Replacement (%)	30,000	-	-	-	-	-	-	-
	301511-640001	Parks Equipment Replacement (%)	20,000	-	-	-	-	-	-	-
	301511-640142	Wood Chipper (%)	38,250	-	-	-	-	-	-	-
	301524-630158	Fence Replacement - 1501 Empire	320,000	-	-	-	-	-	-	-
	301524-660290	Open Space/Trail Improvements	150,000	-	-	-	-	-	-	-
	301537-620132	Golf Maintenance Facility Improvements	200,000	-	-	-	-	-	-	-
	301537-630161	Driving Range Improvements (Fire)	38,020	-	-	-	-	-	-	-
	301537-640001	Machinery & Equipment	20,550	-	-	-	-	-	-	-
	301537-670000	Water Rights Acquisition	120,000	-	-	-	-	-	-	-
	301551-620138	Library Children's Activity Room	31,600	-	-	-	-	-	-	-
	301551-630164	Library Plaza Improvements	122,500	-	-	-	-	-	-	-
	301552-620113	Historical Museum Structural Work (%)	24,400	-	-	-	-	-	-	-
	301651-630137	Downtown Patio Program Expansion	-	-	-	-	-	-	-	-
36	301103-660293	Downtown Streetlight Conversion	-	480,000	-	-	-	-	-	480,000
37	301103-640030	Electric Vehicle Charging Stations	-	48,400	26,400	-	-	-	-	74,800
38		Middle Mile Fiber Enhancements	-	-	54,000	54,000	54,000	54,000	54,000	270,000
39	301173-650058	Replace Shoretel VOIP Phone System	-	125,000	-	-	-	-	-	125,000
40		Replace Networking Switches	-	-	100,000	-	-	-	-	100,000
41	301173-650099	Server Cluster Replacement	-	135,000	-	-	-	-	-	135,000

(continued)

### Capital Projects Fund (continued)

Request No.	Project Account	Project Description	2022 Estimate	2023 Planned	2024 Planned	2025 Planned	2026 Planned	2027 Planned	2028 Planned	6-Year Totals
42	301553-620145	Arts Center Fire Detection System	-	30,000	-	-	-	-	-	30,000
43	301537-630168	Short Game Area Upgrade (50%)	-	5,000	36,250	-	-	-	-	41,250
44	301537-640001	Rotary Blade Grinder	-	23,210	-	-	-	-	-	23,210
45		Golf Maintenance Facility Improvements	-	-	-	-	227,000	25,000	-	252,000
46	301313-660254	Utility Line Undergrounding	-	1,300,000	-	-	-	-	-	1,300,000
47	301312-660294	Pavement Crackseal	-	200,000	210,000	220,500	231,530	243,100	255,260	1,360,390
48	301551-640158	Library Water Heater Replacement	-	5,000	25,000	-	-	-	-	30,000
49	301191-620144	City Services Roof Repairs	-	35,000	-	-	-	-	-	35,000
50	301191-640001	Fleet Shop Jib Boom	-	30,000	-	-	-	-	-	30,000
51	301312-660022	Concrete Replacement	-	102,000	108,000	123,500	130,000	136,500	143,000	743,000
52	301312-660012	Annual Resurfacing Program	-	4,536,000	6,536,000	7,200,000	7,200,000	5,850,000	5,850,000	37,172,000
53	301312-660281	Traffic Signal Cabinet Replacement	-	85,000	85,000	85,000	85,000	85,000	-	425,000
54	301311-630141	Downtown ADA Project	-	120,000	-	-	-	-	-	120,000
55	301313-630143	Median Landscape Renovations	-	680,000	680,000	680,000	-	-	-	2,040,000
12	301511-630048	Playground Replacement (60%)	-	600,000	300,000	300,000	300,000	300,000	300,000	2,100,000
6	301314-640001	Parks Equipment Replacement (20%)	-	20,000	20,000	20,000	20,000	20,000	20,000	120,000
7	301511-660292	Public Landscape Improvements (30%)	-	17,100	17,100	17,100	-	-	-	51,300
8	301313-640000	Additions to Fleet - Parks (40%)	-	32,000	-	-	-	-	-	32,000
56	301313-630140	Downtown Conduit & Paver Repair	-	420,800	181,400	184,800	191,600	198,400	208,600	1,385,600
57	301312-640001	Pavement Marking Grinder	-	25,000	-	-	-	-	-	25,000
58	301312-640001	Wheel Saw Attachment (50%)	-	14,000	-	-	-	-	-	14,000
59	301312-640001	Message Board Trailer (75%)	-	23,250	-	-	-	-	-	23,250
60	301314-640001	Snow Plow Moldboard Replacement	-	35,000	-	-	-	-	-	35,000
61	301511-630118	Tennis Court Renovations	-	160,000	-	320,000	-	-	-	480,000
62	301312-660222	CO42 Corridor Enhancements	-	5,000,000	3,000,000	-	-	-	-	8,000,000
63	301103-630167	Municipal Electrification	-	1,500,000	1,500,000	-	-	-	-	3,000,000
64	301511-630101	Parks Irrigation Upgrades/Site Improvements (50%)	-	140,000	345,000	137,500	-	-	-	622,500
65	301551-620036	Library Facilities Updates	-	-	241,240	-	-	-	-	241,240
66	301537-630169	Practice Putting Green Enlargement (50%)	-	-	5,000	39,000	-	-	-	44,000
67	301537-630115	Cart Path Improvement & Repairs	-	-	141,000	25,000	26,000	-	-	192,000
68	301537-660299	Coal Creek Lane Cul De Sac Paving	-	-	175,000	-	-	-	-	175,000
69	301219-620147	Police/Court HVAC Replacement	-	-	300,000	-	-	-	-	300,000
70	301219-620148	Police/Court Roof Replacement	-	-	274,000	-	-	-	-	274,000
71		Golf Cart Battery Replacement	-	-	-	78,000	-	-	-	78,000
72		City Hall HVAC Replacement	-	-	-	287,500	-	-	-	287,500
73		City Hall Roof Replacement	-	-	-	-	275,000	-	-	275,000
74		Library HVAC Replacement	-	-	-	-	450,000	-	-	450,000
75		Library Roof Replacement	-	-	-	-	700,000	-	-	700,000
76		Sprayer Replacement	-	-	-	-	-	49,520	-	49,520
77		Reel Grinder Replacement	-	-	-	-	-	83,660	-	83,660
78		Bedknife Grinder Replacement	-	-	-	-	-	46,470	-	46,470
<b>Total Capital Projects Fund</b>			<b>14,850,730</b>	<b>15,926,760</b>	<b>14,360,390</b>	<b>9,771,900</b>	<b>9,890,130</b>	<b>7,091,650</b>	<b>6,830,860</b>	<b>63,871,690</b>
301537-660299			-	-	-	-	-	-	-	-

### Recreation Center Construction Fund

Request No.	Project Account	Project Description	2022 Estimate	2023 Planned	2024 Planned	2025 Planned	2026 Planned	2027 Planned	2028 Planned	6-Year Totals
	303120-620106	Rec Center Construction	93,500	-	-	-	-	-	-	-
<b>Total Recreation Center Construction Fund</b>			<b>93,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Water Utility Fund

Request No.	Project Account	Project Description	2022 Estimate	2023 Planned	2024 Planned	2025 Planned	2026 Planned	2027 Planned	2028 Planned	6-Year Totals
	501498-640000	Motor Vehicle/Road Equipment (%)	87,570	-	-	-	-	-	-	-
	501498-640001	Machinery & Equipment (%)	61,800	-	-	-	-	-	-	-
	501498-640045	Meters	56,050	-	-	-	-	-	-	-
	501498-640148	Chemical Mixing Equipment Replacement	32,500	-	-	-	-	-	-	-
	501498-640152	HBWTP Generator Replacement	500,000	-	-	-	-	-	-	-
	501498-660122	Pump R and R	-	-	-	-	-	-	-	-
	501498-660124	Valve R and R	35,000	-	-	-	-	-	-	-
	501498-660182	Water Line Replacement	902,600	-	-	-	-	-	-	-
	501498-660205	PRV Replacement	107,940	-	-	-	-	-	-	-
	501498-660237	Water Tank Int Structure Maint	16,570	-	-	-	-	-	-	-
	501499-620119	Utilities Electrical Assessment (%)	204,600	-	-	-	-	-	-	-
	501499-630146	Marshall Lake Sediment Control	700,000	-	-	-	-	-	-	-
	501499-640151	Flowcam	132,890	-	-	-	-	-	-	-
	501499-660190	NCWCD-Windy Gap Firming Proj	675,000	-	-	-	-	-	-	-
	501499-660212	SCWTP Recycle Pond Maintenance	2,500	-	-	-	-	-	-	-
	501499-660236	SBR Ditch Lining	-	-	-	-	-	-	-	-
	501499-660261	WTP Raw Water Study	36,180	-	-	-	-	-	-	-
	501499-660275	NCWCD SWSP Transmission Capacity	1,736,470	-	-	-	-	-	-	-
	501499-660283	Process Pipe Evaluation	80,000	-	-	-	-	-	-	-
	501499-660284	Utility Master Plan (%)	242,060	-	-	-	-	-	-	-
	501499-660289	Raw Water Infrastructure	1,000,000	-	-	-	-	-	-	-
	501499-670000	Water Rights Acquisition	1,506,570	-	-	-	-	-	-	-
79	501498-660182	Water Pipeline Replacement	-	540,500	724,500	520,000	520,000	520,000	590,000	3,415,000
80	501498-620146	HVAC Replacement at NWTP	-	35,000	-	-	-	-	-	35,000
81	501498-640158	Water Heater Replacement at NWTP	-	25,000	-	-	-	-	-	25,000
82	501462-540910	Reservoir Inundation Map Update	-	60,000	-	-	-	-	-	60,000
83	501498-640045	Meter Replacements	-	1,900,000	1,900,000	-	-	-	-	3,800,000
84	501499-660190	Windy Gap Firming Project	-	680,000	512,000	512,000	1,177,000	1,177,000	1,177,000	5,235,000
85	501498-660141	Filter Media Replacement	-	616,000	-	-	-	-	-	616,000
86	501499-660295	SCWTP Residual Management	-	800,000	5,200,000	-	-	-	-	6,000,000
87	501498-640000	Vehicle Replacement	-	80,000	50,000	-	-	-	-	130,000
88	501499-670000	Water Rights Acquisition	-	1,250,000	250,000	500,000	500,000	500,000	500,000	3,500,000
89	501499-660236	SBR Ditch Lining	-	425,000	-	-	-	-	325,000	750,000
90	501498-640001	Laboratory Refrigerator (67%)	-	30,150	-	-	-	-	-	30,150
58	501498-640001	Wheel Saw Attachment (50%)	-	14,000	-	-	-	-	-	14,000
59	501498-640001	Message Board Trailer (25%)	-	7,750	-	-	-	-	-	7,750
91	501499-620150	Harper Pump Station Improvements	-	-	200,000	1,930,000	-	-	-	2,130,000
92		Louisville Lateral Ditch Piping	-	-	3,016,000	-	-	-	-	3,016,000
93	501499-620149	SCWTP Administration Building	-	-	2,300,000	-	-	-	-	2,300,000
94		HBWTP Drying Beds Maintenance	-	-	-	221,000	-	-	-	221,000
95		High Zone Tank Security	-	-	-	60,000	-	-	-	60,000
116		Snow Plow Replacement (30%)	-	-	-	105,000	-	-	-	105,000
96		Instrumentation Replacement	-	-	-	-	260,000	-	-	260,000
		<b>Total Water Utility Fund</b>	<b>8,116,300</b>	<b>6,463,400</b>	<b>14,152,500</b>	<b>3,848,000</b>	<b>2,457,000</b>	<b>2,197,000</b>	<b>2,592,000</b>	<b>31,709,900</b>

### Wastewater Utility Fund

Request No.	Project Account	Project Description	2022 Estimate	2023 Planned	2024 Planned	2025 Planned	2026 Planned	2027 Planned	2028 Planned	6-Year Totals
	502498-660183	Sewer Utility Lines	928,180	-	-	-	-	-	-	-
	502499-620119	Utilities Electrical Assessment (%)	205,490	-	-	-	-	-	-	-
	502499-640149	Secondary Process Probes	160,000	-	-	-	-	-	-	-
	502499-660267	WWTP Aeration Basin & Reuse Mixers	73,690	-	-	-	-	-	-	-
	502499-660284	Utility Master Plan (%)	125,000	-	-	-	-	-	-	-
	502499-660285	WWTP Solids Handling Upgrades	200,000	-	-	-	-	-	-	-
97	502499-660298	Fiber Optic Loop County Road/Redtail	-	54,210	-	-	-	-	-	54,210
98	502498-660296	CTC Lift Station Improvements	-	200,000	-	-	-	-	-	200,000
99	502499-660285	WWTP Solids Handling Upgrades	-	4,000,000	-	-	-	-	-	4,000,000
100	502498-660297	Sewer Pipeline Rehab/Replacement	-	460,000	540,500	632,500	460,000	520,000	520,000	3,133,000
101	502499-640001	WWTP Forklift	-	70,000	-	-	-	-	-	70,000
102	502499-640001	WWTP Pressure Washer	-	15,000	-	-	-	-	-	15,000
103	502498-640000	WWTP Vehicle & Equipment Replacements	-	27,000	65,000	-	-	-	-	92,000
90	502498-640001	Laboratory Refrigerator (33%)	-	14,850	-	-	-	-	-	14,850
104	502499-640159	Sewer Service Lateral Backflow Valves	-	-	130,000	-	-	-	-	130,000
<b>Total Wastewater Utility Fund</b>			<b>1,692,360</b>	<b>4,841,060</b>	<b>735,500</b>	<b>632,500</b>	<b>460,000</b>	<b>520,000</b>	<b>520,000</b>	<b>7,709,060</b>

### Storm Water Utility Fund

Request No.	Project Account	Project Description	2022 Estimate	2023 Planned	2024 Planned	2025 Planned	2026 Planned	2027 Planned	2028 Planned	6-Year Totals
	503499-630096	Detention Pond Maintenance	515,270	-	-	-	-	-	-	-
	503499-630150	Drainageway "A-1" Garfield/Cottonwood	1,150,490	-	-	-	-	-	-	-
	503499-640001	Machinery & Equipment	26,500	-	-	-	-	-	-	-
	503499-660287	Storm Water Quality Master Plan Capital	438,640	-	-	-	-	-	-	-
105	503499-660096	Storm Sewer Maintenance	-	136,000	165,000	187,000	192,000	198,000	220,000	1,098,000
106	503499-660273	Storm Water Master Plan	-	-	150,000	-	-	-	-	150,000
116		Snow Plow Replacement (30%)	-	-	-	70,000	-	-	-	70,000
<b>Total Storm Water Utility Fund</b>			<b>2,130,900</b>	<b>136,000</b>	<b>315,000</b>	<b>257,000</b>	<b>192,000</b>	<b>198,000</b>	<b>220,000</b>	<b>1,318,000</b>

### Golf Course Fund

Request No.	Project Account	Project Description	2022 Estimate	2023 Planned	2024 Planned	2025 Planned	2026 Planned	2027 Planned	2028 Planned	6-Year Totals
43	520799-630168	Short Game Area Upgrade (50%)	-	5,000	36,250	-	-	-	-	41,250
107	520799-640001	Robotic Range Mower	-	16,000	-	-	-	-	-	16,000
108	520799-640001	Golf Course Equipment Replacement	-	749,180	-	-	-	-	-	749,180
66	520799-630169	Practice Putting Green Enlargement (50%)	-	-	5,000	39,000	-	-	-	44,000
<b>Total Golf Course Fund</b>			<b>-</b>	<b>770,180</b>	<b>41,250</b>	<b>39,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>850,430</b>

### Technology Management Fund

Request No.	Project Account	Project Description	2022 Estimate	2023 Planned	2024 Planned	2025 Planned	2026 Planned	2027 Planned	2028 Planned	6-Year Totals
109	602120-650015	Computer-Hardware	75,000	75,000	75,000	75,000	75,000	75,000	75,000	450,000
110	602120-650115	Public Works Electronic Review Conversion	-	30,000	-	-	-	-	-	30,000
<b>Total Technology Management Fund</b>			<b>75,000</b>	<b>105,000</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>480,000</b>

### Fleet Management Fund

Request No.	Project Account	Project Description	2022 Estimate	2023 Planned	2024 Planned	2025 Planned	2026 Planned	2027 Planned	2028 Planned	6-Year Totals
	603211-640000	Motor Vehicle/Road Equipment	150,450	-	-	-	-	-	-	-
	603511-640000	Motor Vehicle/Road Equipment	385,100	-	-	-	-	-	-	-
111	603120-640000	Vehicle Replacement - Police	-	225,000	165,000	181,500	199,650	219,620	241,580	1,232,350
112	603120-640000	Vehicle Replacement - Facilities	-	160,000	-	-	-	-	-	160,000
113	603120-640000	Vehicle Replacement - Parks & Open Space	-	140,000	99,750	77,180	92,000	180,000	162,500	751,430
114	603120-640000	Vehicle Replacement - Fleet Repair Truck	-	45,000	-	-	-	-	-	45,000
115		Vehicle Replacement - Sign Truck	-	-	-	40,000	-	-	-	40,000
116		Vehicle Replacement - Snow Plow (50%)	-	-	-	175,000	-	-	-	175,000
117		Vehicle Replacement - Senior Van	-	-	-	-	105,000	-	-	105,000
<b>Total Fleet Management Fund</b>			<b>535,550</b>	<b>570,000</b>	<b>264,750</b>	<b>473,680</b>	<b>396,650</b>	<b>399,620</b>	<b>404,080</b>	<b>2,508,780</b>

### All Funds

Fund Description	2022 Estimate	2023 Planned	2024 Planned	2025 Planned	2026 Planned	2027 Planned	2028 Planned	6-Year Totals
Open Space & Parks Fund	3,854,320	410,400	861,900	504,900	345,000	280,000	314,000	2,716,200
Conservation Trust - Lottery Fund	160,000	400,000	300,000	240,000	550,000	300,000	300,000	2,090,000
Cemetery Fund	14,250	10,000	10,000	10,000	10,000	10,000	10,000	60,000
PEG Fee Fund	-	25,000	25,000	25,000	25,000	25,000	25,000	150,000
Historic Preservation Fund	206,370	-	-	-	-	-	-	-
Recreation Fund	107,000	1,086,800	1,061,500	216,000	176,600	162,000	162,000	2,864,900
Capital Projects Fund	14,850,730	15,926,760	14,360,390	9,771,900	9,890,130	7,091,650	6,830,860	63,871,690
Recreation Center Construction Fund	93,500	-	-	-	-	-	-	-
Water Utility Fund	8,116,300	6,463,400	14,152,500	3,848,000	2,457,000	2,197,000	2,592,000	31,709,900
Wastewater Utility Fund	1,692,360	4,841,060	735,500	632,500	460,000	520,000	520,000	7,709,060
Storm Water Utility Fund	2,130,900	136,000	315,000	257,000	192,000	198,000	220,000	1,318,000
Golf Course Fund	-	770,180	41,250	39,000	-	-	-	850,430
Technology Management Fund	75,000	105,000	75,000	75,000	75,000	75,000	75,000	480,000
Fleet Management Fund	535,550	570,000	264,750	473,680	396,650	399,620	404,080	2,508,780
<b>Total for All Funds</b>	<b>31,836,280</b>	<b>30,744,600</b>	<b>32,202,790</b>	<b>16,092,980</b>	<b>14,577,380</b>	<b>11,258,270</b>	<b>11,452,940</b>	<b>116,328,960</b>

## Six-Year (2023-2028) Capital Improvement Plan Request Form for Capital Equipment or Capital Project

Identification and Funding Source			
Project Name: <u>Generators for Critical Facilities</u>		Submitted By: <u>Administration</u>	Version: <u>7/12/2023</u>
Program(s):	Sub-Program(s):	Funding Source(s):	Percent
<u>Administration &amp; Support Services</u>	<u>Facilities Maintenance</u>	<u>Capital Projects Fund</u>	<u>100%</u>
			<b>100%</b>

Estimated Cash Flow Schedule							
Equipment or Project Costs	Year 1 2023	Year 2 2024	Year 3 2025	Year 4 2026	Year 5 2027	Year 6 2028	Six-Year Total
Land Acquisition	-	-	-	-	-	-	-
Design & Engineering	-	-	-	-	-	-	-
Other Prof Services	-	-	-	-	-	-	-
Construction	-	4,900,556	-	-	-	-	4,900,556
Other Equip/Project Costs	-	-	-	-	-	-	-
Capital Equipment Purch	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-
<b>Total Costs (Gross)</b>	-	4,900,556	-	-	-	-	4,900,556
Grants or Other Off-Setting Revenue	-	3,675,417	-	-	-	-	3,675,417
Impact to Annual Maint/Operating Costs	-	5,000	5,000	5,000	5,000	5,000	25,000

Description and Justification	
	<p style="text-align: center;"><b>Description &amp; Proposed Funding:</b></p> <p><b>Equipment/Project Description:</b> The Recreation Center does not have a generator currently. The existing generator at the South Water Treatment Plant only runs on natural gas for limited time. The existing generator at the Police/Court Building can only run for a limited time and should be upgraded, as well.</p> <p>Adding generators or replacing/upgrading existing generators at critical facilities will allow the City to maintain core services like water treatment/delivery, public safety operations and sheltering if faced with another disaster or emergency in the future. Additionally, installing battery backup will prevent any disruption to services while generators are conditioning during an incident. This solution will address problems across multiple sectors (community, economic, health and social, infrastructure and emergency management) to create maximum benefit.</p> <p><b>Project revenue or grants that will support the project and the impacts to the operating budget:</b> The City has applied for funding through FEMA's Hazard Grant Mitigation Program, which will cover approx. 75% of the total project cost with the City covering the remaining 25%. A portion of the City's match may be covered through in-kind contributions and other disaster funding.</p> <p><b>Reference to Plan being implemented (i.e., Master Plan):</b> Boulder Hazard Mitigation Plan</p>

**Justification and Alignment with Program/Sub-Program Goals & Key Performance Indicators:**

The goals of the Administration & Support Services program includes ensuring a responsive, efficient and effective governance, administration and support by the City. The Facilities sub-program also identifies the objective of providing and managing facilities that maintain efficient and effective operations. Installing and upgrading generators at critical facilities is integral to maintaining core services and avoiding any disruption to water treatment/delivery, public safety, shelter, etc. in the event of a disaster or power outage.



## Six-Year (2023-2028) Capital Improvement Plan Request Form for Capital Equipment or Capital Project

### Identification and Funding Source

Project Name: Council Chambers Broadcast/AV Upgrade Submitted By: Administration Version: 7/11/2023

Program(s):	Sub-Program(s):	Funding Source(s):	Percent
<u>Administration &amp; Support Services</u>	<u>City Clerk &amp; Public Records</u>	<u>Capital Projects Fund</u>	<u>100%</u>
			<b>100%</b>

### Estimated Cash Flow Schedule

Equipment or Project Costs	Year 1 2023	Year 2 2024	Year 3 2025	Year 4 2026	Year 5 2027	Year 6 2028	Six-Year Total
Land Acquisition	-	-	-	-	-	-	-
Design & Engineering	-	-	-	-	-	-	-
Other Prof Services	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Other Equip/Project Costs	-	-	-	-	-	-	-
Capital Equipment Purch	-	175,000	-	-	-	-	175,000
Contingency	-	-	-	-	-	-	-
<b>Total Costs (Gross)</b>	-	175,000	-	-	-	-	175,000
Grants or Other Off-Setting Revenue	-	-	-	-	-	-	-
Impact to Annual Maint/Operating Costs	-	-	-	-	-	-	-

### Description and Justification



Description & Proposed Funding:
<p><b>Equipment/Project Description:</b> Upgrade/replacement of the broadcast and av system in Council Chambers.</p>
<p>Project revenue or grants that will support the project and the impacts to the operating budget:</p>
<p>Reference to Plan being implemented (i.e., Master Plan): Narrative ...</p>

### Justification and Alignment with Program/Sub-Program Goals & Key Performance Indicators:

Much of the equipment used to broadcast/stream meetings is coming to end of life. To continue to broadcast and stream City Council and Planning Commission meetings without interruptions in service the equipment should be replaced in 2024.

Department Priority Ranking:

Request Number: (Finance Use)

**SUBJECT: FUND FINANCIAL FORECASTS**

**DATE: JULY 18, 2023**

**PRESENTED BY: JEFF DURBIN, CITY MANAGER  
RYDER BAILEY, CPA, FINANCE DIRECTOR**

**SUMMARY**

The final step in developing the 2023-2024 Budget is to develop six-year financial forecasts for each of the City’s major operating funds. When consolidated, these fund forecasts represent the City’s 2023-2028 Financial Plan.

The following fund financial forecasts were developed using the information from the previous discussions:

- Actual 2023 beginning fund balances;
- Revenue assumptions and expenditure targets;
- Capital Improvements Plan; and
- Financial structures as prescribed in the City’s Financial Policies.

**TURNBACK (positive actual-to-budget variances)**

The following table summarizes the operational turnback percentages by fund for the years 2018 through 2028.

City of Louisville, Colorado  
Summary of Actual and Targeted **Operational** Turnback  
Selected Operating Funds

Fund Description	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Actual	2023 Target	2024 Target	2025 Target	2026 Target	2027 Target	2028 Target
General	9.7%	10.4%	4.3%	11.3%	3.3%	5.5%	5.5%	5.5%	5.5%	5.5%	5.5%
Open Space & Parks	11.7%	6.9%	6.6%	9.9%	3.9%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%
Recreation	N/A	-2.1%	3.6%	8.1%	0.1%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%
Water Utility	21.4%	20.4%	4.2%	-1.1%	-27.0%	7.0%	7.0%	7.0%	7.0%	7.0%	7.0%
Wastewater Utility	12.6%	15.4%	3.5%	5.3%	-10.0%	7.0%	7.0%	7.0%	7.0%	7.0%	7.0%
Stormwater Utility	21.4%	7.8%	11.0%	2.0%	-9.7%	7.0%	7.0%	7.0%	7.0%	7.0%	7.0%
Golf Course	-16.3%	11.9%	0.0%	-7.4%	0.4%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%

**SUBJECT: FUND FINANCIAL FORECASTS**

**DATE: JULY 18, 2023**

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The following two tables incorporate the 2023 and 2024 turnback targets and summarize the estimated revenue, expenditures, and changes in fund balance for all funds.

City of Louisville, Colorado Summary of Revenue, Expenditures, and Changes to Fund Balances All Funds 2023 Revised Budget							
Fund Number	Fund Description	Beginning Fund Balance	Revenue & Other Sources	Expenditures & Other Uses	Ending Fund Balance	Amount of Change	Percent of Change
101	General	\$ 15,567,998	\$ 24,662,055	\$ 28,839,981 [1]	\$ 11,390,072	\$ (4,177,926)	-27%
<b>Special Revenue Funds:</b>							
201	Open Space & Parks	1,678,855	4,595,834	4,425,804 [2]	1,848,885	170,030	10%
202	Conservation Trust - Lottery	527,652	270,290	415,100	382,842	(144,810)	-27%
203	Cemetery Perpetual Care	723,683	43,620	11,880	755,443	31,760	4%
204	Cemetery	100,084	256,380	254,880	101,584	1,500	1%
205	PEG Fees	33,932	22,810	25,050	31,692	(2,240)	-7%
206	Parking Improvement	93,402	-	50	93,352	(50)	0%
207	Historic Preservation	3,340,021	1,002,800	719,790	3,623,031	283,010	8%
208	Recreation	3,214,781	5,857,590	5,183,554 [3]	3,708,817	494,036	15%
	<b>Total Special Revenue Funds</b>	<b>9,712,410</b>	<b>11,849,324</b>	<b>11,016,088</b>	<b>10,545,646</b>	<b>833,236</b>	<b>9%</b>
<b>Capital Project Funds:</b>							
301	Capital Projects	11,178,327	17,631,530	18,452,737	10,357,120	(821,207)	-7%
302	Impact Fee	194,710	357,110	339,300	212,520	17,810	9%
303	Recreation Center Construction	180,036	-	180,915	(879)	(180,915)	-100%
	<b>Total Capital Project Funds</b>	<b>11,553,073</b>	<b>17,988,640</b>	<b>18,972,952</b>	<b>10,568,761</b>	<b>(984,312)</b>	<b>-9%</b>
<b>Debt Service Funds:</b>							
402	Recreation Center Debt Service	723,683	2,138,072	1,742,200	1,119,555	395,872	55%
	<b>Total Debt Service Funds</b>	<b>723,683</b>	<b>2,138,072</b>	<b>1,742,200</b>	<b>1,119,555</b>	<b>395,872</b>	<b>55%</b>
<b>Enterprise Funds (WC Basis):</b>							
501	Water Utility	21,821,985	9,087,570	12,502,042 [4]	18,407,513	(3,414,472)	-16%
502	Wastewater Utility	6,198,059	4,382,230	9,390,657 [5]	1,189,632	(5,008,427)	-81%
503	Stormwater Utility	2,571,812	1,029,390	2,566,629 [6]	1,034,573	(1,537,239)	-60%
510	Solid Waste & Recycling Utility	322,020	1,717,460	1,679,210	360,270	38,250	12%
520	Golf Course	588,706	2,567,780	2,352,088 [7]	804,398	215,692	37%
	<b>Total Enterprise Funds</b>	<b>31,502,582</b>	<b>18,784,430</b>	<b>28,490,627</b>	<b>21,796,385</b>	<b>(9,706,197)</b>	<b>-31%</b>
<b>Internal Service Funds (WC Basis):</b>							
602	Technology Management	117,109	54,450	105,750	65,809	(51,300)	-44%
603	Fleet Management	716,270	529,770	570,500	675,540	(40,730)	-6%
	<b>Total Internal Service Funds</b>	<b>833,379</b>	<b>584,220</b>	<b>676,250</b>	<b>741,349</b>	<b>(92,030)</b>	<b>-11%</b>
	<b>Total All Funds</b>	<b>\$ 69,893,125</b>	<b>\$ 76,006,741</b>	<b>\$ 89,738,097</b>	<b>\$ 56,161,769</b>	<b>\$ (13,731,356)</b>	<b>-20%</b>

[1] Projected Expenditures Include a Projected Operational "Turnback" of	5.5% , which =	1,678,517
[2] Projected Expenditures Include a Projected Operational "Turnback" of	6.0% , which =	282,498
[3] Projected Expenditures Include a Projected Operational "Turnback" of	5.0% , which =	271,766
[4] Projected Expenditures Include a Projected Operational "Turnback" of	7.0% , which =	941,014
[5] Projected Expenditures Include a Projected Operational "Turnback" of	7.0% , which =	706,824
[6] Projected Expenditures Include a Projected Operational "Turnback" of	7.0% , which =	193,187
[7] Projected Expenditures Include a Projected Operational "Turnback" of	4.0% , which =	98,004

**SUBJECT: FUND FINANCIAL FORECASTS**

**DATE: JULY 18, 2023**

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City of Louisville, Colorado  
 Summary of Revenue, Expenditures, and Changes to Fund Balances  
 All Funds  
 2024 Proposed

Fund Number	Fund Description	Beginning Fund Balance	Revenue & Other Sources	Expenditures & Other Uses	Ending Fund Balance	Amount of Change	Percent of Change
101	General	\$ 11,390,072	\$ 25,760,350	\$ 25,601,500 [1]	\$ 11,548,922	\$ 158,850	1%
<b>Special Revenue Funds:</b>							
201	Open Space & Parks	1,845,885	4,193,200	4,541,900 [2]	1,497,185	(348,700)	-19%
202	Conservation Trust - Lottery	383,222	279,730	300,100	362,852	(20,370)	-5%
203	Cemetery Perpetual Care	755,443	50,440	17,080	788,803	33,360	4%
204	Cemetery	101,584	226,530	224,930	103,184	1,600	2%
205	PEG Fees	31,752	23,560	25,050	30,262	(1,490)	-5%
206	Parking Improvement	93,352	-	50	93,302	(50)	0%
207	Historic Preservation	3,628,231	1,088,020	658,030	4,058,221	429,990	12%
208	Recreation	3,708,817	5,357,480	5,832,970 [3]	3,233,327	(475,490)	-13%
	<b>Total Special Revenue Funds</b>	<b>10,548,286</b>	<b>11,218,960</b>	<b>11,600,110</b>	<b>10,167,136</b>	<b>(381,150)</b>	<b>-4%</b>
<b>Capital Project Funds:</b>							
301	Capital Projects	10,357,120	12,451,440	14,969,320	7,839,240	(2,517,880)	-24%
302	Impact Fee	203,980	309,070	313,040	200,010	(3,970)	-2%
303	Recreation Center Construction	(879)	-	-	(879)	-	-
	<b>Total Capital Project Funds</b>	<b>10,560,221</b>	<b>12,760,510</b>	<b>15,282,360</b>	<b>8,038,371</b>	<b>(2,521,850)</b>	<b>-24%</b>
<b>Debt Service Funds:</b>							
402	Recreation Center Debt Service	1,124,055	2,195,522	1,740,400	1,579,177	455,122	40%
	<b>Total Debt Service Funds</b>	<b>1,124,055</b>	<b>2,195,522</b>	<b>1,740,400</b>	<b>1,579,177</b>	<b>455,122</b>	<b>40%</b>
<b>Enterprise Funds (WC Basis):</b>							
501	Water Utility	18,407,513	8,717,410	19,643,260 [4]	7,481,663	(10,925,850)	-59%
502	Wastewater Utility	1,189,632	4,931,530	4,603,940 [5]	1,517,222	327,590	28%
503	Stormwater Utility	1,034,573	1,230,480	1,030,630 [6]	1,234,423	199,850	19%
510	Solid Waste & Recycling Utility	360,710	1,824,560	1,782,040	403,230	42,520	12%
520	Golf Course	804,398	2,525,400	2,456,520 [7]	873,278	68,880	9%
	<b>Total Enterprise Funds</b>	<b>21,796,825</b>	<b>19,229,380</b>	<b>29,516,390</b>	<b>11,509,815</b>	<b>(10,287,010)</b>	<b>-47%</b>
<b>Internal Service Funds (WC Basis):</b>							
602	Technology Management	65,969	72,080	75,750	62,299	(3,670)	-6%
603	Fleet Management	675,950	356,480	265,250	767,180	91,230	13%
	<b>Total Internal Service Funds</b>	<b>741,919</b>	<b>428,560</b>	<b>341,000</b>	<b>829,479</b>	<b>87,560</b>	<b>12%</b>
	<b>Total All Funds</b>	<b>\$ 56,161,379</b>	<b>\$ 71,593,282</b>	<b>\$ 84,081,760</b>	<b>\$ 43,672,901</b>	<b>\$ (12,488,478)</b>	<b>-22%</b>

[1] Projected Expenditures Include a Projected Operational "Turnback" of	5.5% , which =	1,349,280
[2] Projected Expenditures Include a Projected Operational "Turnback" of	6.0% , which =	234,890
[3] Projected Expenditures Include a Projected Operational "Turnback" of	5.0% , which =	251,130
[4] Projected Expenditures Include a Projected Operational "Turnback" of	7.0% , which =	339,280
[5] Projected Expenditures Include a Projected Operational "Turnback" of	7.0% , which =	194,660
[6] Projected Expenditures Include a Projected Operational "Turnback" of	7.0% , which =	34,100
[7] Projected Expenditures Include a Projected Operational "Turnback" of	4.0% , which =	100,640

**INTERFUND TRANSFERS**

The following two tables summarize the proposed transfers between funds for 2023 and 2024.

<b>Inter-Fund Transfers Matrix 2023 Recommended Budget</b>						
<b>Transfers Out</b>	<b>Transfers In</b>					<b>Total</b>
	<b>General Fund</b>	<b>OS&amp;P Fund</b>	<b>Cemetery Fund</b>	<b>Recreation Fund</b>	<b>Capital Projects Fund</b>	
General Fund	-	983,480 <sup>a</sup>	169,850 <sup>a</sup>	1,225,750 <sup>a</sup>	-	2,379,080
Cemetery Perpetual Care Fund	-	-	12,480 <sup>b</sup>	-	-	12,480
Historic Preservation Fund	197,730 <sup>c</sup>	-	-	-	-	197,730
Capital Project Fund	-	-	-	148,360 <sup>d</sup>	-	148,360
Impact Fee Fund	-	181,890 <sup>e</sup>	-	-	166,300 <sup>e</sup>	348,190
Recreation Center Construction	-	-	-	-	-	-
<b>Total</b>	<b>197,730</b>	<b>1,165,370</b>	<b>182,330</b>	<b>1,374,110</b>	<b>166,300</b>	<b>3,085,840</b>

<sup>a</sup> Annual recurring support for operations and capital.  
<sup>b</sup> Annual recurring transfer of interest earned used to fund operations and capital.  
<sup>c</sup> Annual recurring transfer for reimbursement of costs associated with Museum Services.  
<sup>d</sup> Annual recurring support for capital.  
<sup>e</sup> Annual transfer of impact fee revenue for eligible projects.

<b>Inter-Fund Transfers Matrix 2024 Recommended Budget</b>						
<b>Transfers Out</b>	<b>Transfers In</b>					<b>Total</b>
	<b>General Fund</b>	<b>OS&amp;P Fund</b>	<b>Cemetery Fund</b>	<b>Recreation Fund</b>	<b>Capital Projects Fund</b>	
General Fund	-	1,017,900 <sup>a</sup>	131,840 <sup>a</sup>	1,268,650 <sup>a</sup>	-	2,418,390
Cemetery Perpetual Care Fund	-	-	16,780 <sup>b</sup>	-	-	16,780
Historic Preservation Fund	203,620 <sup>c</sup>	-	-	-	-	203,620
Capital Project Fund	-	-	-	153,550 <sup>d</sup>	-	153,550
Impact Fee Fund	-	97,330 <sup>e</sup>	-	-	215,410 <sup>e</sup>	312,740
<b>Total</b>	<b>203,620</b>	<b>1,115,230</b>	<b>148,620</b>	<b>1,422,200</b>	<b>215,410</b>	<b>3,105,080</b>

<sup>a</sup> Annual recurring support for operations and capital.  
<sup>b</sup> Annual recurring transfer of interest earned used to fund operations and capital.  
<sup>c</sup> Annual recurring transfer for reimbursement of costs associated with Museum Services.  
<sup>d</sup> Annual recurring support for capital.  
<sup>e</sup> Annual transfer of impact fee revenue for eligible projects.

**FUND FINANCIAL FORECASTS**

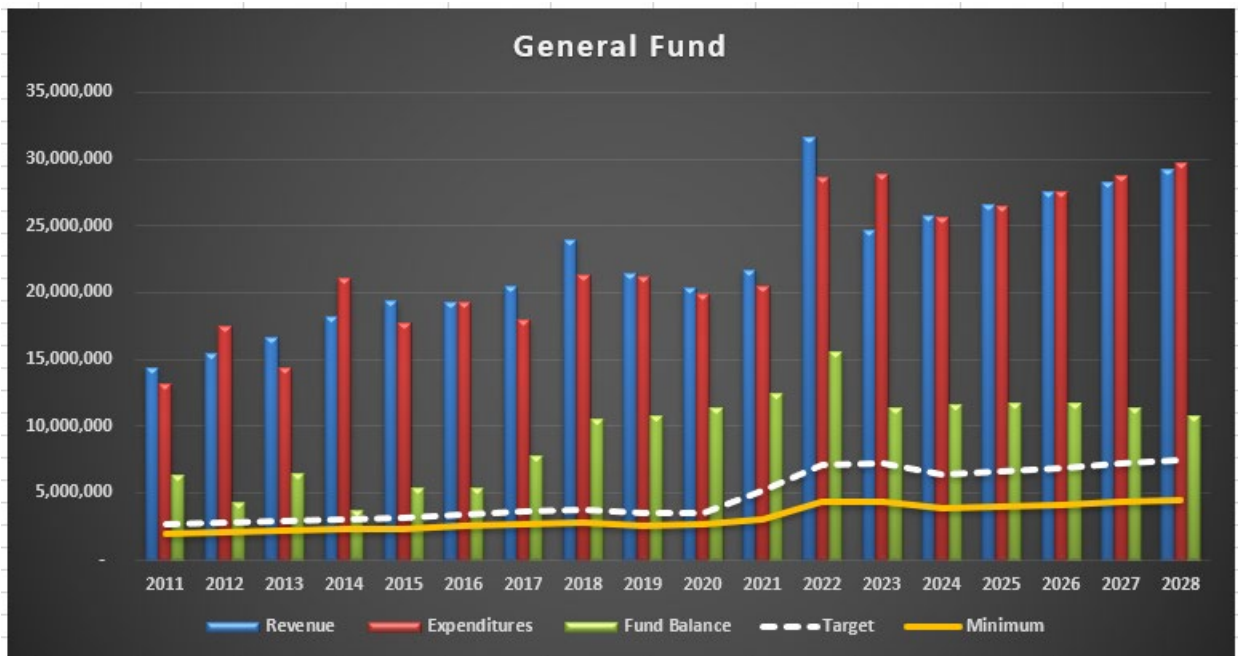
By incorporating the actual 2023 beginning fund balances, the new long-term revenue assumptions and expenditure targets, the Capital Improvements Plan, and the financial structures required by the Financial Policies, staff has developed a six-year financial forecast for each of the City’s main operating funds.

Please note that these are very preliminary fund forecasts and are not based on the City Manager’s Recommended Budget, which will be presented to Council in September.

Projections will be continuously updated throughout the 2023-2024 budget development process.

**General Fund**

Incorporating the latest information, the following graph summarizes a history and projection of revenue, expenditures, and fund balances for the General Fund.



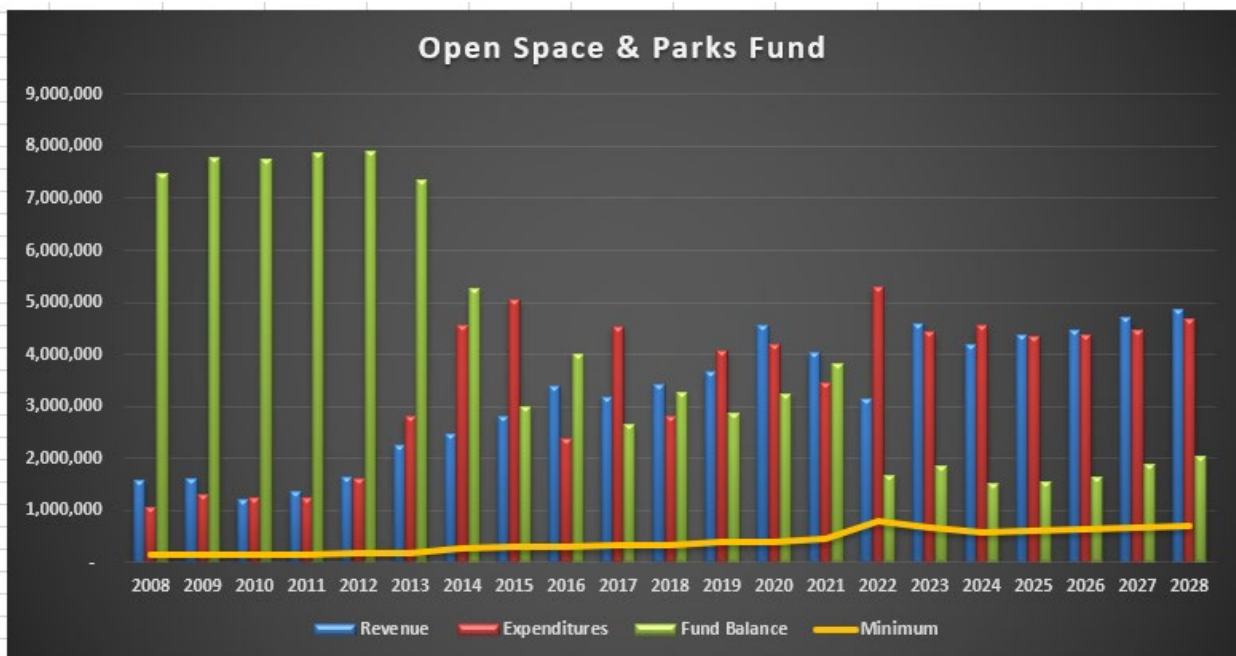
The City’s Reserve Policy for the General Fund states,

*The minimum unrestricted fund balance of the General Fund shall be maintained at or above 15% of current operating expenditures. For purpose of this policy, operating expenditures are defined as all expenditures less any interfund transfers to other funds, regardless of whether the transfers are considered recurring or non-recurring.*

While the minimum unrestricted fund balance is set at 15% of current operating expenditures, the targeted unrestricted fund balance will be at or above 25% of current operating expenditures.

**Open Space & Parks Fund**

Incorporating the latest information, the following graph summarizes a history and projection of revenue, expenditures, and fund balances for the Open Space & Parks Fund.



The City’s Reserve Policy for the Open Space & Parks Fund states,

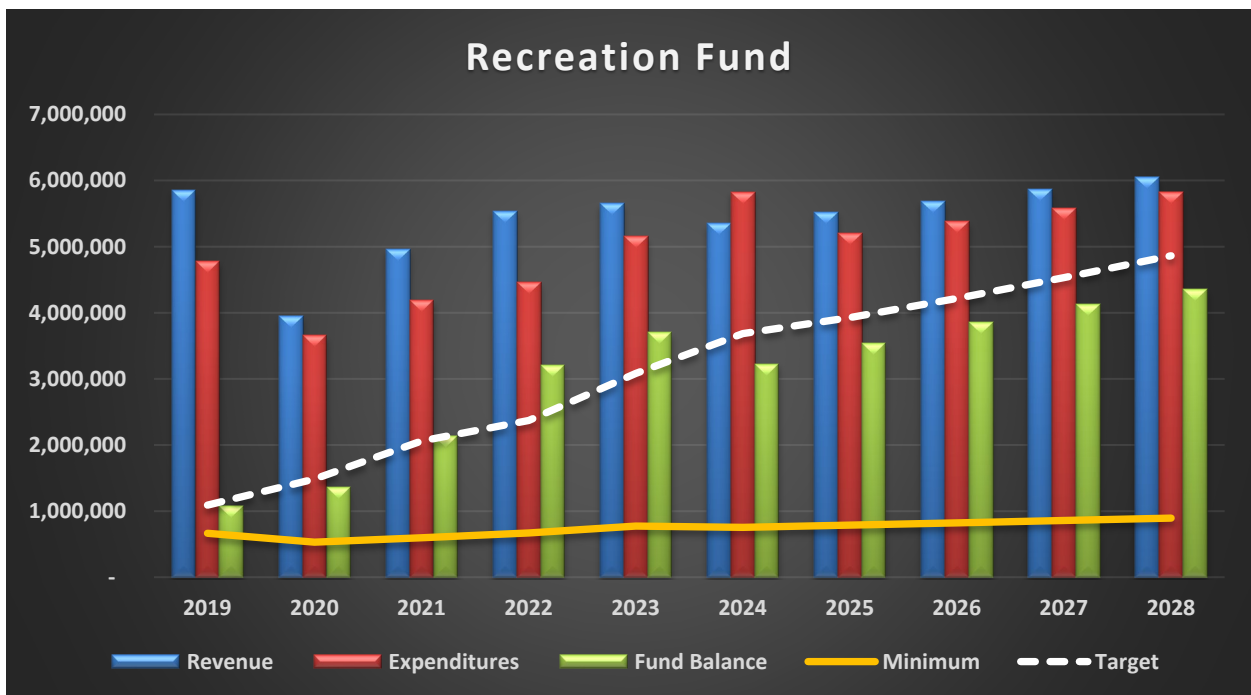
*The minimum fund balance of the Open Space and Parks Fund shall be maintained at or above 15% of current operating expenditures. For purpose of this policy, operating expenditures include only open space and parks operations and exclude all interfund transfers and capital outlay.*

*The Open Space & Parks Fund requires a recurring annual transfer from the General Fund to fund its operating deficit. This annual transfer will be calculated by taking the amount of funding provided by the General Fund for Parks in 2007 (\$626,900) and inflating that amount on an annual basis by the regional Consumer Price Index for All Urban Consumers. The 2007 funding level for Parks is the starting point for the calculation, since that was the last year that Parks was funded within the General Fund.*

The projected Open Space & Parks Fund balance at the end of 2028 is \$2.0 million, approximately 44% of that year’s estimated operating expenditures and is well above the targeted fund balance as defined in the Reserve Policy.

**Recreation Fund**

Incorporating the latest information, the following graph summarizes a history and projection of revenue, expenditures, and fund balances for the Recreation Fund.



The City’s Reserve Policy for the Recreation Fund states,

*The minimum fund balance of the Recreation Fund shall be maintained at or above 15% of current operating expenditures. For purpose of this policy, operating expenditures are defined as all expenditures, excluding interfund transfers and capital outlay.*

*In addition to maintaining an operating reserve, the Recreation Fund will also maintain a capital asset renewal and replacement reserve. The purpose of this reserve is to accumulate funds for the timely renewal and replacement of Recreation Center and Memory Square Pool assets. The methodology for calculating this reserve will be approved by the Finance Committee.*



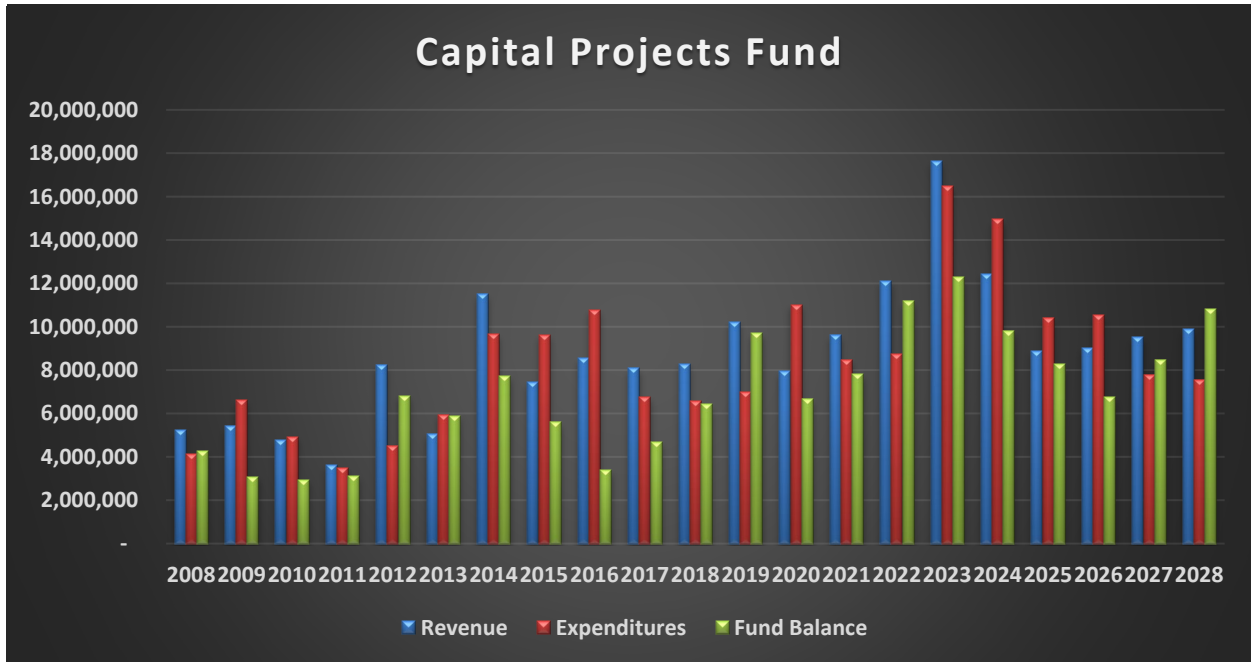
*It is the intent of the City Council that the dedicated sales tax and user fee revenues generated by the Recreation Center and Memory Square Pool facilities cover the operating costs for those facilities, fund the 15% minimum fund balance, and fund the capital asset renewal and replacement reserve. However, the City Council also recognizes that the dedicated sales tax and user fee revenues may not be sufficient and the Recreation Fund may also need to rely on annual General Fund transfers. The maximum annual General Fund transfer will be calculated by taking the General Fund subsidy for the Recreation Center/Memory Square Pool in 2017 (\$986,300) and inflating that amount on an annual basis by the regional Consumer Price Index for All Urban Consumers. The 2017 General Fund subsidy level is the starting point for the calculation, since that is the last year that the Recreation Center and Memory Square Pool were funded within the General Fund.*

*In addition to the annual General Fund transfer towards the annual operating costs, minimum fund balance requirements, and capital asset renewal and replacement reserves, this policy also authorizes an annual transfer from the Capital Projects Fund to the Recreation Fund in the amount of \$125,000 for 2019 and each year thereafter inflated on an annual basis by the regional Consumer Price Index for All Urban Consumers. This transfer is restricted for capital outlay.*

The projected Recreation Fund balance at the end of 2028 is \$4.3 million, well above the 15% of operating expenditures, but not covering all the renewal and replacement reserve.

**Capital Projects Fund**

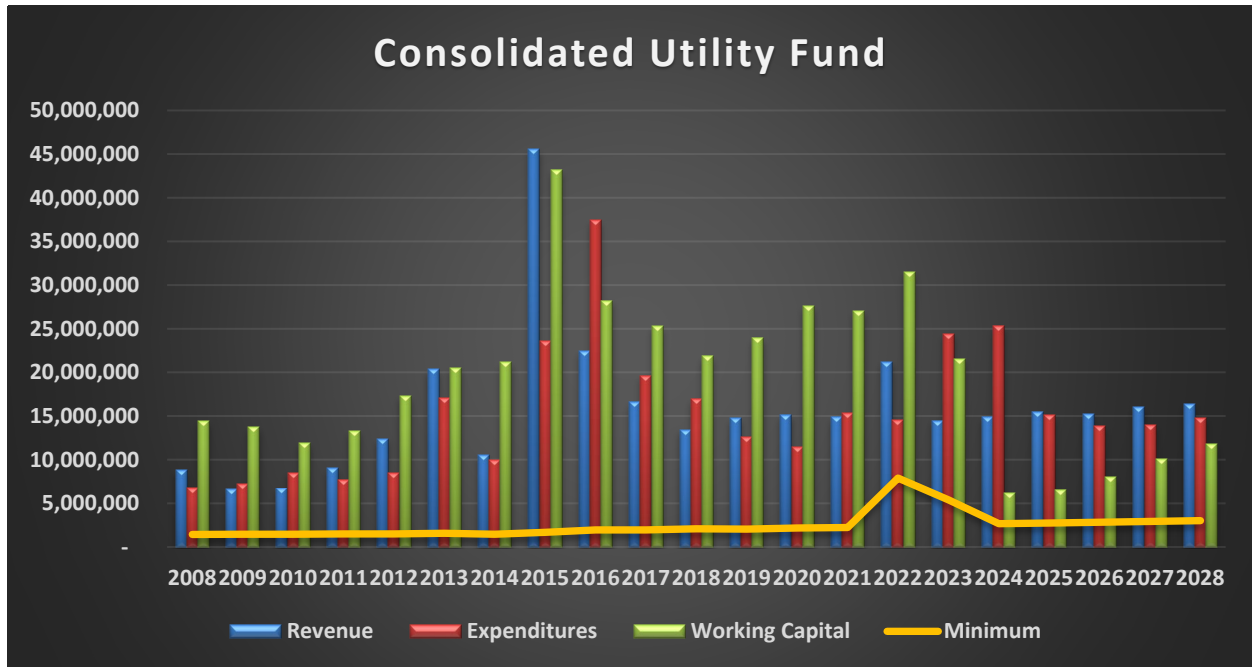
Incorporating the latest information, the following graph summarizes a history and projection of revenue, expenditures, and fund balances for the Capital Projects Fund.



Large fluctuations in revenue, expenditures and fund balances within capital project funds are typical. The City does not have a formal reserve policy for its Capital Projects Fund. However, the City has historically attempted to maintain enough reserves to mitigate current and future risks (revenue shortfalls, unanticipated expenditures, etc.). The projected fund balance at the end of 2028 is approximately \$10.8 million. Staff believes this level is adequate to mitigate potential risks.

**Consolidated Utility Fund**

Incorporating the latest information, the following graph summarizes a history and projection of revenue, expenditures, and reserves (defined as working capital) for the Consolidated Utility Fund. The Consolidated Utility Fund encompasses the Water Utility Fund, the Wastewater Utility Fund, and the Storm Water Utility Fund.



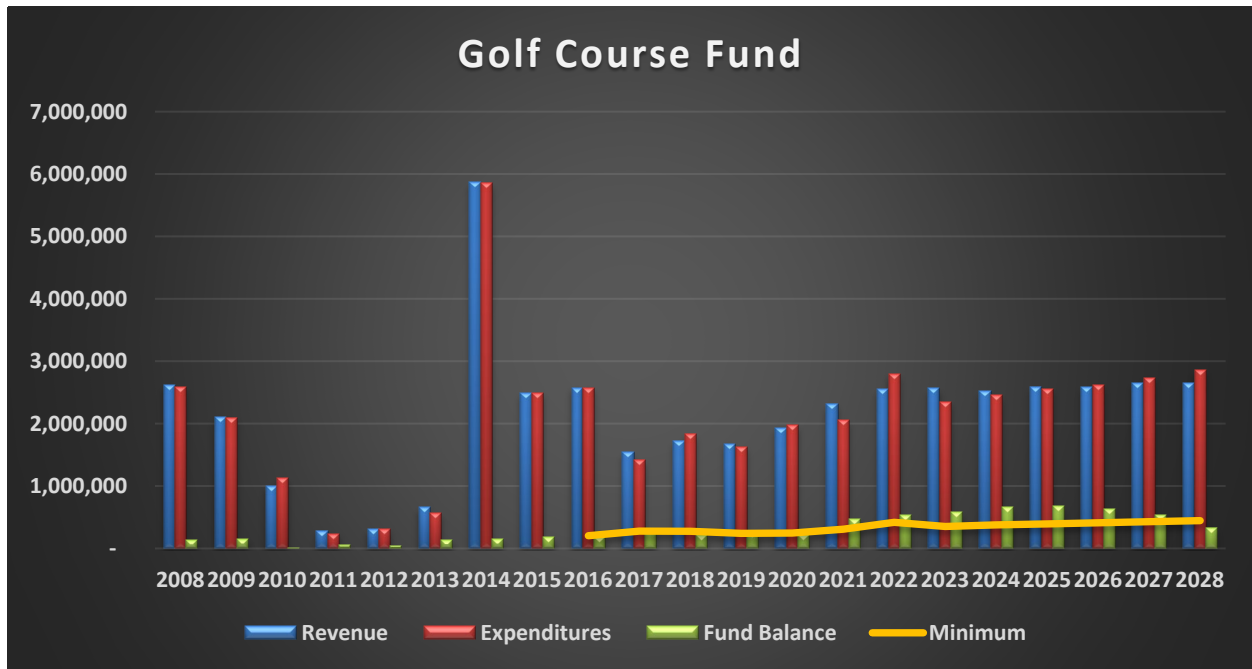
The City’s Reserve Policy for the Utility Funds states,

*The minimum working capital for the Water, Wastewater, and Storm Water Utility Funds shall be maintained at or above 25% of current operating expenses, as measured on the City’s budgetary basis. For purpose of this policy, operating expenses are defined as all budgetary-basis expenses, excluding interfund transfers and capital outlay.*

The Consolidated Utility Fund reserves are expected to maintain minimum targets through 2028.

**Golf Course Fund**

Incorporating the latest information, the following graph summarizes a history and projection of revenue, expenditures, and reserves (defined as working capital) for the Golf Course Fund.



The City’s Reserve Policy for the Golf Course Fund states,

*The minimum working capital balance of the Golf Course Fund shall be maintained at or above 15% of current operating expenditures. For purpose of this policy, operating expenditures are defined as all expenditures, excluding interfund transfers and capital outlay.*

Beginning in 2021, the Golf Course capital budget was moved to the Capital Projects Fund. This subsidy of capital assets allows for revenues generated by the Golf Course to meet the operating expenses. Projected Golf Course Fund reserves in 2028 are \$338,000, approximately 12% of that year’s estimated operating expenditures, which is below the required reserve (15%).